

**CITY OF DOVER, DELAWARE
PLANNING COMMISSION
Monday, March 17, 2025 at 7:00 PM**

City Hall Council Chambers, 15 Loockerman Plaza, Dover, Delaware

AGENDA

Written comments are accepted via mail to City of Dover – Planning Commission, P.O. Box 475 Dover DE 19903 and via email at CompPlan@dover.de.us.

IN-PERSON and VIRTUAL MEETING NOTICE

The Planning Commission Meeting for March 17, 2025 will be held at City Hall in City Council Chambers at 7:00PM and as a Virtual Meeting using Webex, an audio/video conferencing system as an electronic means of communication. The public is welcome to attend. See participation information below to join by phone or computer.

PUBLIC PARTICIPATION INFORMATION

City of Dover Planning Commission Meeting of Monday, March 17, 2025

Join By Phone: Dial +1-650-479-3208

Access Code: 253 816 28437

Password from Phones: 3683772

Join Online: <https://bit.ly/PCMeeting3172025>

Webinar Number: 2538 162 8437

Webinar Password: DoverPC

If you are new to Webex, get the app now at <https://www.webex.com/> to be ready when the meeting starts. For problems accessing the meeting, please call the Planning Office at (302) 736-7196.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF AGENDA

APPROVAL OF MINUTES

- [1.](#) Adoption of Minutes of February 18, 2025

COMMUNICATIONS & REPORTS

Meeting Reminder: The next Planning Commission regular meeting is Monday, April 21, 2025 at 7:00pm.

Update on City Council Actions

Department of Planning & Inspections Updates

OPENING REMARKS CONCERNING MEETING PROCEDURES FOR APPLICATIONS

OLD BUSINESS

Requests for Extension of Planning Commission Approval

2. S-23-05 Tidal Wave Auto Spa at 245 N. DuPont Highway - Request for a One Year Extension of the Planning Commission conditional approval granted on March 20, 2023 for a Site Development Plan and Lot Consolidation Plan for two (2) parcels totaling 2.15 +/- acres at 245 North DuPont Highway. The Plan is to permit construction of a 3,690 SF Car Wash facility, 24 vacuum spaces, and associated site improvements. The properties are zoned C-4 (Highway Commercial Zone). The parcels consist of a total of 2.15 +/- acres and is located on the northeastern corner of N Dupont Highway and White Oak Road. The owner of record is TWAS Properties LLC. Property Addresses: 245 and 243 N Dupont Highway. Tax Parcel IDs: ED-05-068.18-01-13.00-000 and ED-05-068.18-01-12.00-000. *The Final Plan Approval was granted October 15, 2024.*
3. S-23-15 Walker Road Professional Center Medical Buildings at 101 Mont Blanc Boulevard - Request for a One-Year Extension of the Planning Commission conditional approval granted on July 17, 2023 for the Site Development Plan Application to permit the construction of two 19,800 SF office buildings, parking, and other site improvements. The parcel totals 2.615 acres +/- and is zoned CPO (Commercial and Professional Office Zone) and is subject to the COZ-1 (Corridor Overlay Zone). The property is located on the southwest corner of Walker Road and Saulsbury Road, and east of Mont Blanc Boulevard. The owner of record is Walker Pavilion, LLC and equitable owner is Walker Road Professional Center, LLC. Property Address: 101 Mont Blanc Boulevard. Tax Parcel Number: ED-05-067.19-04-52.00-000. Council District 1. Waiver Request: Elimination of Loading Spaces. *The Final Plan Approval was granted January 17, 2024.*

Updates on Development Applications - Active Recreation Area Plan Reviews:

4. C-25-01 Lands of 4BL, LLC: Cecil Street Townhouses at 207 N. West Street
5. C-25-02 Villages of Maple Dale - Phase 3: Planned Neighborhood Design - Senior Citizen Housing Option (Revised)

NEW APPLICATIONS

6. C-25-03 New Harvest Baptist Church at 1462 N. Little Creek Road – Public Hearing and Review of a Conditional Use Site Plan for a Place of Worship (Church) building of 11,900 SF and related site improvements. The subject property is zoned RG-2 (General Residence Zone).

The property consists of 4.6686 acres on the south side of North Little Creek Road and east of Acacia Place. The owner of record is New Harvest Baptist Church. Property Address: 1462 N. Little Creek Road, Dover DE. Tax Parcel: ED-05-068.19-03-02.00-000. Council District 3.

7. SB-25-01 Minor Subdivision Plan for McKee Road Apartments at 1385 McKee Road – Public Hearing and Review of a Minor Subdivision Plan to divide the 78.60-acre parcel into three (3) lots. The proposed lots consist of Lot 1 of 13.44 acres; Lot 2 of 59.90 acres, and Lot 3 of 5.26 acres. The property is the subject of a Site Plan approved for development of a multi-family community consisting of garden style apartment buildings (384 units) with garages, Clubhouse with Pool, parking, and a commercial portion for future development. The property is zoned RG- 2 (General Residence Zone) and C-2A (Limited Central Commercial Zone) and subject to the COZ-1 (Corridor Overlay Zone). The property is located on the east side of McKee Road near the intersection of McKee Road and Scarborough Road. The owner of record is McKee CAP, LLC. Property Address: 1385 McKee Road. Tax Parcel: ED-05-067.00-02-57.00-000. Council District 4. *This property was the subject of Site Plan S-21-11 McKee Road Apartments granted conditional approval by the Planning Commission on April 18, 2022 and Final Plan Approval on September 21, 2023.*
8. S-25-07 The Old Post at 55 Loockerman Plaza – Public Hearing and Review of Site Development Plan Application and associated Architectural Review Certification for redevelopment of the Old Dover Post Office property consisting of 1.267 acres for a mixed-use project known as The Old Post. The project involves the demolition of the rear warehouse portion of the existing building and adaptive re-use of the front 4,560 SF portion of the building for commercial retail and business space. A three-story 31,500 SF building addition is proposed for thirty-six (36) residential apartment units and with parking and other site improvements. The property is zoned C-2 (Central Commercial Zone), subject to the SWPOZ (Source Water Protection Overlay Zone), and subject to the H (Historic District Zone). The property is located on the north side of Loockerman Plaza and adjacent to Innovation Way. The owner of record is the City of Dover and equitable owner is Old Post, LLC. Property Address: 55 Loockerman Plaza. Tax Parcel: ED-05-077.05-04-53.00-000. Council District 4. *For Consideration: Parking Strategy Statement. This project is the subject of HI-25-01 The Old Post for Historic District Commission Review and Recommendation on February 20, 2025.*

NEW BUSINESS

ADJOURN

Posted Agenda: March 7, 2025

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. PURSUANT TO 29 DEL. C. §10004(e)(2), THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS, WHICH ARISE AT THE TIME OF THE MEETING

**CITY OF DOVER PLANNING COMMISSION
FEBRUARY 18, 2025**

The Meeting of the City of Dover Planning Commission was held on Tuesday, February 18, 2025, at 7:00 PM as an In-Person Meeting and also using the phone/videoconferencing system Webex. The Meeting Session was conducted with Vice Chair Mrs. Denney presiding. Members present were Mr. Michael Lewis, Mrs. Maucher (virtual), Dr. Jones, Mr. Reaves (virtual), and Mrs. Denney. Mr. Roach, Mr. Baldwin, Mrs. Welsh, and Mr. Witham were absent.

Staff members present were Mrs. Dawn Melson-Williams, Ms. Sharon Duca, Mrs. Kristen Mullaney, and Mr. Jason Lyon.

APPROVAL OF AGENDA

Dr. Jones moved to approve the Agenda as submitted, seconded by Mr. Lewis and the motion was carried 5-0 with Mr. Roach, Mr. Baldwin, Mrs. Welsh, and Mr. Witham absent.

APPROVAL OF MEETING MINUTES OF JANUARY 21, 2025

Mr. Lewis moved to approve the Planning Commission Meeting Minutes of January 21, 2025, seconded by Dr. Jones and the motion was carried 5-0 with Mr. Roach, Mr. Baldwin, Mrs. Welsh, and Mr. Witham absent.

COMMUNICATIONS & REPORTS

Mrs. Melson-Williams stated that the next Planning Commission regular meeting is scheduled for Monday, March 17, 2025 at 7 PM.

Mrs. Melson-Williams provided an update on the regular City Council and various Committee meetings held on January 27 & 28, 2025 and February 10, 2025.

Mrs. Melson-Williams stated that they have not hired any additional Planning Staff so they are trying to make it through. We have a number of openings in our Department across the board in the Department of Planning and Inspections. We are doing a number of annual report type items for 2024 and they will certainly bring some of that information to the Planning Commission at upcoming meetings to kind of give you a sense of what 2024 looked like with the number of applications reviewed.

Mrs. Melson-Williams stated that there is a training and workshop opportunity that they included for the Planning Commission members. It was an "Introduction to Land Use Administration Workshop" that is presented by the University of Delaware's Institute for Public Administration. That is scheduled for February 26, 2025. It is an in-person event. If you are interested in attending, please let the Planning Staff know and they will get you registered for that session.

OPENING REMARKS CONCERNING DEVELOPMENT APPLICATIONS

Mrs. Melson-Williams presented the audience information on policies and procedures for the In-Person Meeting and Virtual Meeting using the Webex system.

OLD BUSINESS

Requests for Extensions of Planning Commission Approval: None

NEW APPLICATIONS

C-25-01 Lands of 4BL, LLC: Cecil Street Townhouses at 207 N. West Street – Public Hearing and Review of Conditional Use Plan and Minor Subdivision Plan application to subdivide the existing 12,158.214 SF parcel located at the northeast corner of N. West Street and Cecil Street into four (4) townhouse lots (Cecil Street Townhouses). The property is zoned RG-1 (General Residence Zone). The owner of record is 4BL, LLC. Property Address: 207 N. West Street, Dover DE. Tax Parcel: ED-05-076.08-02-01.00-000. Council District 4. *Waiver Request: Subdivision Waiver – Alley Requirement and Waiver for Rear Emergency Access - Alternative. For Consideration: Active Recreation Plan - Cash-in-lieu. This property was the subject of V-24-06 with the Board of Adjustment granting variances for lot depth and lot area on November 20, 2024.*

Representatives: Mr. Cameron Llewellyn, 4BL, LLC; Mr. Doug Liberman, Larson Engineering

Mrs. Melson-Williams stated that this is Application C-25-01. We are talking about a property located at the corner of N. West Street and Cecil Street. The image on the screen has Cecil Street along the bottom and N. West Street on the left as you are looking at it. The property at 207 N. West Street is currently vacant. Previously, there was a residential structure and a garage building on that property that has since been demolished at that location. Proposed tonight is a series of four townhouse lots here on this tract of land. Initially, this project did visit the City's Board of Adjustment and was successful in receiving two Variances. The first Variance was a reduction in the minimum lot depth from 100 feet to 84.5 feet. That was necessary because they are looking to re-orient the lots to face Cecil Street rather than N. West Street. The second Variance approved by the Board of Adjustment is a reduction in the minimum lot area for a couple of the lots; the lots in the center, Lots 2 and 3 in particular. What is before the Planning Commission is a Conditional Use. In the RG-1 (General Residence Zone), the use as townhouses is a Conditional Use, meaning it needs special approval from the Planning Commission. Additionally, any subdivision of land, i.e. one lot becoming more than one lot, also requires review by the Planning Commission. There is also what they call a Minor Subdivision Plan as part of this application. There are several waivers that the Planning Commission will be making recommendations on this evening. The first comes from the *Land Subdivision Regulations* and that is where townhouses are required to provide a rear access alley. This tract of land does have an alley on its eastern boundary; however, with the Subdivision it would require an additional alley across the rear of the property. The Planning Commission can consider a waiver of that if you find that it is infeasible for the development or the design of the townhouses precludes the ability to have such an alley. It will be a recommendation from the Planning Commission that will then move on through a City Council review process for ultimate action. With the townhouses, there are some requirements. Each unit has to be on an individual lot and the maximum number of units in a row is four, which is what we are seeing here. There is also the restriction that you should minimize points of access to the public street and take access from an alley or other shared access where it's available. With this project, they are placing one driveway from the N. West Street location for that corner unit. The two center units have driveways off of

Cecil Street and the remaining end unit is proposed through a Revised Plan to use the existing alley for the driveway access for that unit. With parking for each of these, as noted, there is a driveway which then actually leads to a single car garage. The RG-1 (General Residence Zone) would require that at least one parking space be provided on each property. With this configuration, they are providing two. There are existing sidewalks on N. West Street and on Cecil Street and each unit will also have a connecting sidewalk from those street frontage sidewalks. The second waiver that the Planning Commission needs to consider this evening is for rear emergency access. Our Code requires that townhouses have either an alley or an open rear yard of a certain width for townhouses to be able to access those rear building areas. This would preclude any fencing from being in that location. The applicant is interested in pursuing an alternative to this rear emergency access by doing the installation of a residential fire sprinkler system for these units. This is a proposed alternative that you will need to consider this evening. Again, you will make a recommendation and final action will move onto the City Council for that consideration through their Committee process. The Fire Marshal did weigh in on it in their comments regarding using that sprinkler system as an option for satisfying that requirement and they have noted that in their comments specifically. The building architecture for this property was also presented to the Planning Commission along with a Landscape Plan. They are planting a number of trees which may need to be slightly adjusted depending on where utilities land for these units as they will be serviced by City water and sewer. The architecture for the buildings is basically a two-story structure focused on a very modern look with a steel siding and a flat roof configuration for the units. There is some alteration in color and each of the entries has somewhat of a canopy piece that is over the front door. If we go back to the Site Plan, the other option that we need to discuss tonight for consideration is in regard to Active Recreation. There is a requirement for Active Recreation Areas with residential development; however, our Code does recognize that small developments may need an exemption from that. This applicant has requested to make use of that exemption and what that exemption does is reduce the amount of land area that would be required and instead of providing land and amenities, it offers opportunities for a payment of a Cash-in-Lieu. The Code outlines how to calculate that Cash-in-Lieu. It requires the applicant to submit an appraisal which upon receipt of that, the Planning Office will calculate what the Cash-in-Lieu payment of Active Recreation Area construction is. This was an item that was to be considered by the City's Parks, Recreation and Community Enhancement Committee Meeting on February 11, 2025. That will be considered at their meeting that is now scheduled for February 25, 2025. This evening, Planning Staff is advising that the Commission can continue to review and evaluate this application and that any action taken tonight be conditioned upon completing that review of the Active Recreation Area component of that Cash-in-Lieu fee. What we can do is bring a Report on that back to you at a future meeting, but we wanted to keep the application moving forward since they don't control Mother Nature and her gift of snow for last week.

For Planning Commission members, we have a Conditional Use Application with a Minor Subdivision Plan. You are addressing three types of requests. A Subdivision Waiver related to the Alley requirement for townhouses, the Rear Emergency Access and the Request to use a sprinkler system as the Alternative and then the Active Recreation Area Plan Cash-in-Lieu request.

Mr. Llewellyn stated that he believes that Mrs. Melson-Williams did a fine job in explaining

what they are trying to accomplish but in brief, when they were building the Rail Haus Beer Garden for the Legans Family, we noticed this property sitting here vacant. They attempted to purchase it and save it before the dereliction took over but they couldn't come to terms. Then obviously City Staff took care of the issue and got the building to the ground and gone. They were able to negotiate a purchase of it. Where we are now is that they have adult children trying to move back into our homes, they have trades people and young adults that just can't afford to buy a mansion in a corn field, and this is an opportunity where we can split the cost of this parcel into four and make four really nice, affordable homes there and help some young families get a leg up. Mr. Liberman will elaborate but the Alley requirement from their chair is almost one in the same. They saw in the comments from the (Development) Advisory (Committee) Meeting that Kent Conservation District, the Fire Marshal and the Kent County MPO all agree that they didn't really need an alley and that they would prefer that they sprinkler the building. From our end, they start doing a cost analysis and the cost of non-combustible finishes on the outside of the building and paving that and curb cuts and all of the utilities, far out pays just putting a sprinkler system in this building. A sprinkler system makes it safer for these families if something bad were to happen. Finally, the item that you have for consideration with the Cash-in-Lieu donation, they do believe that between the City Council and the Planning Commission, they should all re-read the *2019 Comprehensive Plan* thoroughly because when you look at this, they are going to take the appraised value of a property and then artificially raise that cost by 10% to hand it over to Parks and Recreation. He understands that they have expenses but he doesn't think young families are concerned about a place to go do pull-ups. He thinks they would rather afford diapers and groceries. He would encourage both entities to revisit that, look at the *2019 Comprehensive Plan* and see where we think that leads. It's not just this parcel. Drive around Downtown Dover and look at all of the empty lots that we have sitting here. Are we discouraging the development of these parcels because we are going to make somebody make this large Cash-in-Lieu payment?

Mr. Liberman stated that he wanted to talk briefly about the two Waivers that they have. First, the Subdivision Waiver for the rear alley requirement, it requires townhouses to have a rear alley and one of the primary reasons they didn't want to do this is because this alley would take up significant green space behind these lots. As Mrs. Melson-Williams mentioned, these are 84.5-foot-deep lots and they don't have a lot of green space at the back. For example, the patched area that you see at the top of the Plan, that is a 20-foot-wide utility easement that they are going to have running down there. So, if they have a twelve (12) or sixteen (16) foot alley running across the back of all of those lots, you can see how much space that would take up. This would also put us at or above the 60% maximum lot coverage required by the Code so we would be asking for another waiver. Again, they are seeking to have green space in these areas as opposed to that. One of the things with the rear alley, the rear alley calls for access. They are going to have to have this utility easement here anyway which they can't build in. They are going to add a provision in within that easement for access so all of these units would have access to that space. Not vehicular but they would be able to go back and forth across that space because with it being a sewer easement, they won't be able to put a fence across there or anything like that anyway. The second waiver for the City of Dover's *Zoning Ordinance* from Article 5, Section 17 again requires either a 16-foot-wide alley or a 16-foot-wide open space, which given this configuration with this easement across the back, he thinks would address that issue. The Fire Marshal is supporting this. This area is going to be open. He thinks as far as these two Waivers; they have

support on multiple sides for them.

Dr. Jones asked what the square footage of each townhouse is. Responding to Dr. Jones, Mr. Llewellyn stated that it is 1,750 SF give or take a few feet depending on which unit.

Dr. Jones asked if there was a particular reason for the flat roof other than perhaps cost. She went through the area and she didn't see any flat roofs. Of course, they are needs to be built up. Responding to Dr. Jones, Mr. Llewellyn stated that when you look at where these units sit, if the two center units have an air conditioner sitting on the ground out back, it is going to take up a significant area that they could use for recreation. They come from the commercial world and we put the air conditioners on the roof. Full disclosure, we do that so people can't steal the copper out of it. He is not concerned about that in this neighborhood, but it was just an easy way for us to solve the problem for where do we put all of these pieces of equipment.

Dr. Jones stated that he mentioned the idea of recreation and then you were speaking Cash-in-lieu of for the active recreation area. She was just interested in your comments that families are interested in nice places to live but if you have families and they have children, they need some place to play and there is not a lot of area. She is not opposed to the idea but your comment was a little interesting. Responding to Dr. Jones, Mr. Llewellyn stated that his kid now looks him in the eye but when she was little, he put her in the buggy behind a mountain bike and he could drag her all around Dover to go to parks and places to play. If you go out onto N. West Street, that is where the bike path is and that will lead these young families to many places where they can recreate. He believes that young families will get on that bike path and go find the parks and so on from there. They did build a very nice restaurant across the street and there is a children's play area there so you can go get a sandwich, a pint and you kids can play in the sand pit too.

Dr. Jones stated that she noticed that the siding is vertical. Responding to Dr. Jones, Mr. Llewellyn asked if she had been to the Rail Haus Beer Garden.

Dr. Jones stated that she has not been in but she has been by. Responding to Dr. Jones, Mr. Llewellyn stated that the same siding they used when they did that build, they just kind of wanted to continue that theme in the neighborhood. Part of that came from the Fire Marshal's Office when they first consulted them. They wanted non-combustible materials on the outside. There is the potential that they might go to more of a board and baton look because with sprinkling the townhomes, if they don't have to do that alley in-lieu of sprinkle then they don't have to use the steel siding and they can use something that would make these a little more affordable. Again, that is why they did a cost study before we just throw something up and say, "oh my gosh no one can afford to live here."

Dr. Jones stated that she was very interested in this particular application. Are these townhouses for sale or rent? Responding to Dr. Jones, Mr. Llewellyn stated that the answer is yes. He will let you know what the monthly rental or the purchase price will be once they finish.

Mrs. Denney stated that she tends to be a little bit more concerned with history here in the Capital City of the State that started the Nation. She likes things to have a little history. There is really nothing that says history in this particular exterior to her unless it were maybe painted to

look like a barn. To her, it doesn't feel like that. She realizes that it is further down the street, but she is just wondering what was the decision maker with regard to this particular view from the street. Responding to that, Mr. Llewellyn stated that they travel a lot and take a lot of pictures of things he sees. They kind of copies off a building that looked really neat in an area not far from here if you go up to Fish Town in Philadelphia. It was an old, dilapidated building that they redid and they really liked the look of that. One of their challenges here is that they don't want to make all of the other homes in the community to look dated. Across the street, they have a pole barn if you know where Teal Construction is. We are looking at vertical metal siding and then across the street we have multiple churches in the neighborhood that are a combination of architectural genius and some not so much. The Community Center has vertical siding on it two doors down and then its the Beer Garden with vertical siding. They decided rather than doing something completed different and just putting vinyl dutch lap siding like you would see on a townhouse anywhere in a rural area, they would try to emulate some of the things going on in the neighborhood.

Dr. Jones stated that these are townhouses and four individual units, will there be a sprinkler system in each unit? Responding to Dr. Jones, Mr. Llewellyn stated yes, it is not any different than when you walk into a shopping center you see the sprinkler heads poking out of the ceiling tiles. These would just come out of the drywall. They just did a project in Milford where they built ten apartments and they all have a sprinkler in them. It just makes them safer. A family that lives in one unit can't control what happens in the unit next door. They have firewalls between them and a sprinkler that would take care of something. It is fundamentally no different in how it operates according to the commercial end of things, but basically there is a bell ringing outside. If that bell is ringing, it means water is following through a sprinkler head somewhere in that building and it would tell the alarm to go off. It is a system that they do in Maryland. We haven't gotten that far. We have tried it here in Delaware and it hasn't grown traction because unfortunately it is going to raise the cost of a unit. We looked at this about the safety and the cost to put a sprinkler system in versus paving the alley. People get a lot more benefit out of that sprinkler system and peace of mind than they would have to walk out your back door and half of your backyard is asphalt.

Mrs. Denney stated that prior to living in Dover, she lived in Camden, which the center of town is very historic and protected by the National Register. We had very little front yard as it was mostly sidewalk although they did have a back yard. She had plenty of land behind her house and an alley, but frankly she prefers a paved alley. To her, number one you don't have to cut it, the City goes through when it snows and graciously plows the alley because the aprons to our garages are back there. So, to her, she personally prefers an alley. With her grandkids, there were days when they would have bike races and they had a basketball hoop in the alley because their alleys weren't traversed that frequently so you could do that.

Mrs. Denney opened the public hearing.

Ms. Bonnie Pennington – Resident on N. Kirkwood Street

Ms. Pennington stated that she was sitting back there listening to this gentleman and she gets that he wants to build condos out there and she has no issue with that. The issue that she is having is that she doesn't know where he came from but where she lives at, it's all homeless people. That

is the number one reason why they tore that house down. Number 2, there is copper and stuff being stolen off of that street. They watch it every day. Number 3, they are the ones who live on Kirkwood Street that set up a neighborhood watch because of everything that was going on down on that street. She doesn't know what part of town he's looking in but the part that she lives on it is not no saint. There is just as much trouble down on that side of town as there is on the other side of town. The issue with that is that there are no cops that come on that side of town like there is on the other side of town. She has lived on this street for 20 years and for 20 years, the cops have only been there three times. That is because the Elks Club was open. They got the Elk Club shutdown. She gets that he wants to build condos there. She gets that everybody is out to make money. But he needs to do a little bit of research before you start talking about an area that you just built a bar at and you know nothing about it. The community did not want the bar there. We were out voted for that to be there and now they are out voted for the condos to be there. Her question is that you all are talking about parking, but there is no parking on this street. You got the bar, the two churches, and you've got people that live on Cecil Street and Kirkwood Street. Where is everybody going to park? If you ever come out on a Sunday or the night that the club is open, they are bumper to bumper. She literally had to call the cops one night because they were blocking her driveway for her to get in and out. Not only does she live there, but she has an 82-year-old neighbor. They both use that paper alley and that is a paper alley that was not a regular alley. Her and her neighbor fought the City of Dover to get that paper alley paved because it was tearing our car up to get in and out of that alley. She has no disrespect for this gentleman behind her but he needs to do a little more research before he comes in says what he knows about that street. Maybe he needs to start going down to talk to the neighbors and the people that live on that street before he comes in and makes a comment. By the way, there are a bunch of people that don't want to come to these meetings that sent her in here to speak up because they feel what they say doesn't matter anyway. That is not fair to them because they live on that street. The little playground that he is talking about, nobody's kids have played on that playground in 20 years since she has been there. There are drugs on our street, there are homeless people on our street, and there are all kinds of people on that street just like there is on any other street in Dover. Start investigating and start looking at more before you come in and say something that you don't know nothing about.

Mr. Charles White (virtual) – Resident of N. Kirkwood Street

Mrs. Melson-Williams stated that Mr. White typed in the chat online "What is being done regarding parking because parking is now at a minimum due to the new restaurant and the churches?" Responding to Mr. White, Mrs. Melson-William stated that with these townhouse units, each of them will have two off-street parking spaces. One in their driveway and one in the garage. There is certainly on-street parking which might be limited by proximity to the corner or not in front of the alley network that's in that area. This project would be meeting its minimum parking requirements for those residential units.

Mrs. Melson-Williams stated that Mr. White has a second question. "Is the project a done deal or is it up for vote approval?" Responding to Mr. White, Mrs. Melson-Williams stated that tonight is the Planning Commission's opportunity to consider this Application and if they feel they have all of the information, will be making a decision on the request to establish these four townhouse lots and some recommendations regarding several waivers that need to go onto other reviews.

Mrs. Melson-Williams stated that Mr. White also asked one of the questions that Dr. Jones asked earlier. "Are these rental properties or purchased homes?" Responding to Mr. White, Mrs. Melson-Williams stated that we did hear from the applicant/developer that it sounds like it could be one and/or the other depending on the future of how the project shapes up. If they are rental properties, there is a requirement for a Rental Dwelling Permit. It is an annual process with the City. But they likewise could sell each unit.

Mr. Donny Legans – owner of 92 N West Street and 112 N Water Street

He is a resident of Dover and owns Rail Haus and the old Double Diamond Recycling Center next door as well. He is calling in to show his unwavering support for the proposed project located at 207 N West Street adjacent to those two properties. The plan to have more density and residents lines up perfectly with the mini plan circulating regarding our Downtown: *Restoring Central Dover* that was written back in 2015 and now the Master Plan *2030 Capital City Plan*. The idea of giving homeowners a different style house, he thinks is a winning strategy for Downtown in general, especially Dover that needs this win. It's just the different value that is placed on mixed use and the variety style housing that Mr. Llewellyn mentioned earlier. The idea that a young homeowner or young family looking for housing has the big mansions in Eden Hill versus coming right to Downtown. All of our elected officials think that having more diversity of housing, having more residents Downtown really just helps us all. He is very familiar, obviously, with the developers tied to this project and will say that Rail Haus was their Exhibit A for them and what they can do for Downtown. The truth is, they have a track record of choosing Downtown repeatedly whether it is the boutique shop on Loockerman Street or picking Reed Street as their company headquarters or bringing in one of the preeminent festivals to Loockerman Street every year. They consistently chose Dover. Rail Haus just happened to line up perfectly with what they already represented in the Downtown area. He is sure that their craftsmanship and attention to detail will immediately be felt and seen as the project gets off the ground. On a personal note, they picked him, this novice restaurant, several years ago when the prospect of opening a restaurant was bleak. It was right around COVID when they got tied into the project. This is a chance for him now to say very publicly how much of a gamble that was and they never wavered in that commitment through the entire process. The second thing that they are doing today which is the DAC, the PC, all of the public hearings and the meetings and then actually going to build this place and more sure it stands up to the test of time. They have done that consistently and they will continue to do it even before his project and now it's great to see them not just building a restaurant Downtown that's been an absolute success over the last 15 months but doubling back down and investing right across the street. He thinks it's an amazing thing and it's a treasure to have them around and still be around with this new project that's going on.

He is glad that he gets to support them very publicly on this latest Downtown Dover property. He fully supports this project and he looks forward to seeing another vacant lot Downtown get new life. That was sort of his written remarks. Now as he listens to this, he will add that there are two parks less than a block away in either direction. He grew up in Los Angeles. He lived in Philadelphia for many years and one of the biggest selling points for living Downtown or living in these bustling places is how quickly people can get to green space. Like the neighbor mentioned earlier, no one goes to these parks and so we pay these in-lieu taxes to prop up these parks but then we also require the buildings to have green space behind it and recreation areas.

But both can't not co-exist, but you almost need people to go to these parks. You can go to a Dover park right there on Mary Street, literally a block away or go the other direction to the south on Division Street and S. Kirkwood Street where there is another fantastic basketball court/playground that his kids play at sometimes. It's just having those places activated and used by residents. He hopes that the neighbors understand that Rail Haus does a lot for the area. We give back an awful lot. He thinks that the lady that just spoke before him, she actually approached him before to be a vendor. On March 8, 2025, we have the Women's Market and we would love to have your scarves that you showed me about a month and a half ago to be one of our vendors there.

Mrs. Melson-Williams stated that Mr. White made some more comments and she is going to see if he would like the opportunity to speak.

Mr. Charles White – 206 N. Kirkwood Street Dover, DE 19901

Mr. White stated that this house has been in his family since 1937. He just moved here from Los Angeles. He lived in Los Angeles for almost 47 years; so, he knows L.A. better than he knows Dover at this point in time. His problem is parking. He understands that the Planning Commission has a duty to prescribe and designate areas where the City can get the most revenue. That is their job; to produce revenue barring properties in the City. But we must also take into consideration the parking liabilities. He has not been to the Rail Haus but he drives by there almost every day and he commends the gentleman for bringing such a facility to Dover but parking for that facility is especially hard when church is in session. He doesn't know any place in this world where a Planning Commission would put a Beer Garden in front of two of the most iconic black churches in the City. To build a Beer Garden right across the street is deplorable. He doesn't know how the Planning Commission could have even thought of anything like that. But they did. When church is in session and the Beer Garden is in session, there is nowhere to park within two or three blocks. He knows that because he goes out of that street every day. The guy talked about the playgrounds that are on each ends of the street. He lived in L.A., he knows what a City block is and believe him, the playground is on Mary Street and Kirkwood Street is more than one block as well as the playground that is on the corner of Division Street and West Street. That is a long City block. What is the Planning Commission doing for parking? You said that the places will have two parking spaces. That is nothing. Everybody has got two cars and some people have three or four cars in a family. Those people are going to be parking on the street. You know it and I know it. They are going to be parking on the street, which is going to create more parking problems. Now, the Alley that is to his property leads into that paper alley that Bonnie talked about. He had to go through hell to get that place paved. He drives a BMW. Every day that he went out before that Alley was paved, his car scraped the ground. The Mayor got it paved for him and he appreciates that. That is the only access that he has for his property. There is no driveway in front off of Kirkwood Street. He has to use that paper alley to get into his back yard. Bonnie told you that I am 80 some years old and that is the only way he can get into his house. He has seen them spray painting for sewer or gas lines or whatever they are going to put in there already. He does plan for some sort of rebuttal program through a letter, through a sign-up to get people to sign up to oppose this unless some better parking problems can be made.

Responding to Mr. White, Mrs. Melson-Williams stated that she thinks he touched on the additional comments that you had put in the chat noting that your property is accessed through

that alley that comes in off of Cecil Street. There are several lots that are accessed from that rear alley at that location. Mr. White stated that is correct. Bonnie is one and there are two other houses to his north that use that paper alley to get in and out of their properties.

Mrs. Melson-Williams asked Mr. White if that concludes his comments. Responding to Mrs. Melson-Williams, Mr. White said that yes, it does. You might provide him with a list of addresses where he can write some letters or send some flyers to get a campaign started.

Mrs. Melson-Williams stated that Mr. White can reach out to the Planning Office tomorrow. Our contact information is on the meeting agenda or in that letter. They would be happy to talk about your questions.

Mrs. Melson-Williams stated that Ms. Rachel Rigliano noted in the chat “Amen Reverend. Why does the Rail Haus need to be open on Sundays at the time you are having services?” Mrs. Melson-Williams stated that she doesn’t think that it is subject to the project before us this evening other than the parking concerns that have been voiced.

Mrs. Melson-Williams stated that she wanted to read the written correspondence that the Planning Office received today. Copies of these are provided on the Planning Commission members’ desks. The first one is from Mr. Donny Legans of the Rail Haus. It is dated November 17, 2024 but addressed to the Planning Committee. He writes “I am writing to show my support for the project located at 207 N. West Street adjacent to my warehouse and Rail Haus. The plan to move more residents and families to the area is great plus giving homeowners a different style of housing is a winning strategy. He is very familiar with the builders tied to this project and wishes that he could say Rail Haus is Exhibit A for them in what they do for Downtown. The truth is they have a tract record for choosing Downtown Dover over and over again. Whether it was a Boutique Clothing Shop or picking Reed Street as their company headquarters or bringing one of the preeminent festivals to Loockerman Street annually, they consistently chose Dover. Rail Haus just happens to align with what they already represented in the Downtown Area. They picked a novice restaurateur in me to back several years ago when the prospects were bleak. This is a chance for him to say very publicly how much of a gamble that was and they never wavered in their commitment throughout the entire build-out process. This just happens to be the one-year anniversary of Rail Haus opening this week (that was referring back to the November timeframe) and he is very fortunate that he gets to support them on their latest endeavor for Downtown Dover. I fully support this project and look forward to seeing another vacant lot Downtown get new life.” Some of those statements he also made this evening.

The second letter that they received was dated November 18, 2024 and it was from Theo Braunskill with the address of 91 N West Street. It reads “I believe I can speak for our community since I have been a part of this community for more than 70 years. Most of the homes here on the 500 block of Fulton Street are still occupied and owned by my immediate family like my daughter and her family, another daughter and her family, and my brother and his family. I personally own three homes here. Some others who live here are elders who have grandchildren and have lived here and some he has known for years. My grandparents built their home on Fulton Street in 1920. They raised their children here and their children grew up and had families who lived next door. As I have said, my family still owns most of the houses on the 500 block of

Fulton Street. We are all very close to our other neighbors. We are all members of the Neighborhood Community Watch Program. They would appreciate new construction in our community that would house new families. Our community speaks family. We welcome families, we welcome children. Again, I support new construction and I support new family homes.”

Dr. Jones asked what income level they are hoping to attract for your for sale or for rent homes. Responding to Dr. Jones, Mr. Llewellyn stated that there are some guidelines for affordable housing but specifically his 23-year-old daughter and my 22-year-old son-in-law need to afford something that is around \$1,800 to \$2,000 a month and there is nothing out there for that that is pleasant to look at. That is where this whole project has come from. We are trying to have our adult children not move back into our house and this is an opportunity here. If you are looking for his secret motivation, that’s it.

Dr. Jones stated that they are probably college trained. Responding to Dr. Jones, Mr. Llewellyn stated yes, they are.

Mrs. Denney closed the public hearing.

Mr. Lewis moved to recommend approval to the City Council for application C-25-01 Lands of 4BL, LLC: Cecil Street Townhouses at 207 N. West Street and the Minor Subdivision Plan with the Waivers for the Alley requirement and the Waiver for the Rear Emergency Access. As for the Cash-in-Lieu, he doesn’t think that we can do anything about it at this meeting.

Responding, Mrs. Melson-Williams noted that you can make an initial recommendation on it and we can bring that aspect back to you. Technically, we have to bring the formal amount back to you anyway in the future. You may want to note in your motion that that aspect of the project is still under consideration by the Parks and Recreation Committee.

Mr. Lewis stated that hearing that, in addition to the Subdivision Waivers for the Alley requirement and the requirement for the Rear Emergency Access, he will move that we move forward with the Cash-in-Lieu in expectation of hearing more about it at a later date. Seconded by Dr. Jones and the motion was carried 4-1 by roll call vote with Mr. Roach, Mr. Baldwin, Mrs. Welsh and Mr. Witham absent. Mr. Lewis voting yes; for reasons that have been stated. His main issue with coming in here was the Alley requirement and the Emergency Access and seeing that the Fire Marshal is backing the sprinkler option, he will vote yes to move forward. He also has an Alley in the back of his house and he hopes that he never sees an emergency vehicle behind it but he is glad that it’s there. Mrs. Maucher voting yes; based on DAC comments. Dr. Jones voting yes; she thinks it’s a welcomed addition to the neighborhood. She is still wrestling with the vertical siding. Mr. Reaves voting no; based on the parking issue that it is going to create for the community and also the access issues that it is going to potentially create. Mrs. Denney voting yes; she thinks that it is in keeping with what we desire to do as we move forward there, with what the Comprehensive Plan and what the plan for the future is and she thinks that it’s a step forward on that street. She fully understands the comments that were made this evening about Rail Haus and the parking; however, that was meetings ago when there were opportunities

to make decisions with regard to that and we are not addressing that this evening. Also, with the DAC comments, she thinks this is a good project and we should move forward with it.

C-25-02 Villages of Maple Dale – Phase 3: Planned Neighborhood Design – Senior Citizen Housing Option (Revised) - Public Hearing and Review of a Conditional Use Site Plan/Master Plan for the development of Villages of Maple Dale – Phase 3: Planned Neighborhood Design – Senior Citizen Housing Option (Revised) consisting of age-restricted apartment units on a portion of the property of the Maple Dale Country Club & Golf Course. The Master Plan was previously established by Applications C-09-06 and SB-09-04 and with Phases 1A and 1B of townhouse units under construction. The Revised Plan for Phase 3 consists of the construction of one three-story apartment-style building with 48 units, parking, and associated site improvements in the vicinity of the existing Clubhouse. The property is zoned RC (Recreational and Commercial Zone). The property is located on the east side Maple Dale Road. The owner of record is U & I Maple Dale, LLC. Property Address: 180 Maple Dale Circle. Tax Parcel: ED-05-067.00-04-01.00-000. Council District 1. *Waiver Request: Partial Elimination of Upright Curbing. Consideration of Alternative Design Standards for PND: Height, Number of Stories, and Dwelling Units per Building. For Consideration: Active Recreation Plan. Associated Applications: MI-24-08 Villages of Maple Dale (Updated Phase 3): PND-SCHO Concept Plan and SB-09-04P/F, C-09-06, MI-09-06.*

Representatives: Mr. Conny Malmberg; Mr. Doug Barry, Pennoni Associates; Mr. Usman Sandhu

Mrs. Melson-Williams stated that this is for the Villages of Maple Dale-Phase 3. It is a Planned Neighborhood Design – Senior Citizen Housing Option. This project location was previously the subject of a request for that same type of development back in 2009; however, only the initial two phases were ultimately progressed through the Final Plan Approval and are under construction. This revisits what is Phase 3 and also presents a revised concept. We are dealing with the property that is located at 180 Maple Dale Circle. That is where we find Maple Dale Golf and Country Club. Specifically, we are looking at the area in the immediate environs of the Country Club. The image on the screen is of the existing condition. You can see the part of the circular loop drive that comes into that facility today. The Clubhouse building would be on the right-hand side. You see part of the edge of that building. What is shown here is the existing condition of the previous tennis courts and a pool area to the north of one of the main blocks of parking. With this project, they are proposing redevelopment of part of this area adjacent to the Clubhouse. What is being proposed is a reconfiguration of the parking around that entry loop drive and then in generally where the pool facility currently is, that would be redeveloped for a single apartment building of 48 units. With it being a Senior Citizen Housing Option project, that limits your head of household to age 55 and over. With this Planned Neighborhood Design – Senior Housing Option, this time around initially was looked at by City Council back in October 2024 and they deemed it a project worthy of continued review here with the Planning Commission this evening. A portion of this development would be for an apartment building. It leaves the Clubhouse and the 18-hole golf course areas intact at the site. She wants to talk a little bit about the Planned Neighborhood Design, the initial phases because those are probably the most visible. The series of twelve (12) townhouses that are on your right as you approach the entrance to Maple Dale were the first phase of this project. Those are a series of twelve (12)

townhouse lots that are finishing construction. Additionally, they have started the site work for what will be known as Vahalla Court which is a road that goes off to the right before you reach those townhouses that have been built. Along Vahalla Court is a proposal for eighteen (18) townhouse lots that has already been approved. So, really we are focusing on this Phase 3 area for this apartment concept. The differences between this project that is presented here today and what was originally presented back in 2009 that never finalized its Plan was that Plan in 2009 had a series of three apartment buildings that were proposed and also a higher total number of units. With this project this evening, we are looking at 48 apartment units. That project from 2009 was anticipating 54 units. The process for review of this Planned Neighborhood Design – Senior Housing Option is presented as a Conditional Use/Master Plan. This is its one visit to the Planning Commission. If successful this evening, they would then finalize the Site Plan and move into construction. With this apartment style building, it will actually displace the location of the pool and volleyball and tennis court area on the existing site to create the U shaped apartment building and the surrounding parking areas. With this project, there are several things related to the building itself. The Planning Commission needs to consider the project density. If we just focus on the 5 acres of this development area, it is 9.2 dwelling units per acre but if you look at the overall area that is part of the Planned Neighborhood Design's which is a total area of 13.7 acres, we have a density of 5.7 dwelling units per acre. That is something that the Planning Commission will need to consider and confirm whether it's compatible with the development pattern and density potential in the general area. She will note that the area is surrounded by predominantly single family detached homes; however, there are also townhouses in the immediate vicinity as part of Retreat and Turnberry as well. Back on Kenton Road, there are two apartment buildings there which would also have a higher density in the immediate area. With the Planned Neighborhood Design, the applicant has the ability to ask for Alternative Design Standards and they are doing so for these apartment buildings. In the specific items of building height and number of stories, they are looking to go to three stories in height with a total height of just over 38 feet. There is an architecture elevation that was provided for this project. You see kind of three floors of units. It does have a hipped roof and there is a series of balconies or patios for the units. The other Alternative Design Standard that they are asking for relief on is the average number of dwelling units per building which the Code sets at twenty-four (24). They are looking to have that be forty-eight (48) in that they are putting all units within the same building rather than multiple buildings across the property. With this project, there is a requirement for parking. That is calculated in our Report. Apartments have a parking requirement of 2.25 parking spaces per dwelling unit. Additionally, the golf course and clubhouse also have parking requirements. In total based on Code, the total number of required parking spaces is 240 spaces. With their improvements to the parking areas there in the immediate vicinity of the Clubhouse and this project, they are looking to provide 249 parking spaces. Additionally, they will have to provide bicycle parking as well. There is a series of sidewalks that are shown as the darker shaded areas on the screen that loop around the building and throughout the parking areas. There are also requirements for lighting and dumpsters which they are providing on site. The Planning Staff has granted approval to a partial elimination of upright curbing in areas where it may be needed for stormwater management practices. With this project, there is the tree planting requirements based on this area of project development. They will be required to plant 73 trees. They are showing on their Plan a mix of shade and evergreen trees with a number of evergreen trees being placed to serve for areas of screening. This project as noted is residential in nature so there is a requirement for Active Recreation. With this project, it qualifies for consideration

under one of the small development exemptions. In this case, it is a residential development of ten or fewer acres with a density of over 6 units per acre so that brings their Active Recreation Area requirement to 150 SF per dwelling unit or a minimum of 10,000 SF. They are providing a walking path network and then with a Revised Plan submission, have changed what was initially put forth as a sand volleyball court to a revised pickleball court. That image is shown on the screen and was also provided on the desks for the Planning Commissioners tonight. She imagines that we will hear more from the applicant about that tonight. That is their main two areas of Active Recreation. As noted, this Active Recreation Plan was initially to be reviewed by the Parks, Recreation and Community Enhancement Committee on February 11, 2025. With the snow cancellation, that meeting is moved to February 25, 2025. So in making any motion in regards to this application this evening, you will have to note that any of your findings on the parks and recreation component of this project and note that it is still under consideration. The Development Advisory Committee Report includes a number of comments from the various regulatory agencies and should this project get approval, they will have to satisfy all of those. This evening, she will note that the Planning Staff is recommending approval of the Alternative Design Standards for the Planned Neighborhood Design which would allow for an increase in building height, its number of stories, and the number of units in the building. We think that is appropriate because these standards are a necessity to consolidate all of the units into a single building for the project. We did also include a recommendation that they consider providing additional ADA accessible parking spaces given the nature of the residents and to ensure that they are meeting at least the minimum requirement based on the parking rate that you have here. We had previously included comments that the original proposal for a sand volleyball court was not necessarily a good idea based on the age appropriateness of that amenity. We would find that the pickleball court would certainly be a better option for this population that is anticipated here. With that, she will remind the Planning Commission that this is a Conditional Use Site Plan Master Plan review for a Planned Neighborhood Design Senior Citizen Housing Option. You will need to consider the Alternative Design Standards and their Active Recreation Plan as Planning Staff has already approved the partial elimination of curbing which the *Zoning Ordinance* allows us to consider.

Mr. Malmberg stated that he is here with Mr. Doug Barry from Pennoni Engineering who has designed the site. Also with him tonight is Muhammed Ikbali and Usman Sandu who are the two partners in the project. They are also the owners of Maple Dale Country Club. It is their site. They will be the builders of this project. They also own Wild Quail Country Club which is somewhat important to know because of the various cross amenities that might be available to the Country Club members. He is the cheerleader here tonight partially because he is a senior. Although Mrs. Melson-Williams has run through all of the technical details and Mr. Barry can answer any questions in regard to those, his part is to basically say how he thinks this particular amenity on this particular golf course is a unique opportunity for people like himself or other members who are active adults that would like to live in a country club setting rather than next door to a shopping center in a 55+ housing community. The project also benefits the club itself. More feet on the street around the Country Club leads to the probability of its long-term viability. As an amenity not just for the people that are going to live in these units but also the surrounding community in the City of Dover and Kent County as a whole as it has been for years. He would note that the previous iteration of this project was approved by the Planning Commission. It was a slightly different design. This is a better design in our view, more cost effective, takes up less

impervious surfaces, and the density of the previous project was higher. As noted by your Planning Staff, this gained their support because it is consistent with your *Comprehensive Plan* and the PND-SCHO (Planned Neighborhood Design – Senior Citizen Housing Option). He will quit with a quote from Staff about that particular option; “designed to encourage the development of high quality housing opportunities designed to accommodate the particular needs of senior citizens.” This is the first time that he has admitted being a senior citizen in public, but this particular kind of use appeals to him.

There are a couple of programming notes that he thinks a couple of them were talked about. The volleyball court was swapped out to a pickleball court. He likes both of those sports so he is not sure it is completely exclusive. There are no concerns with the DAC Comments and we are thankful for the support and recommendation of approval by Staff.

Mr. Lewis stated that a friend of his lives in the neighborhood behind this and gave him a friendly reminder that this was on the agenda. Do you want to take this opportunity to speak to any of the nearby residents about what impacts that they may or may not see, both on the neighborhood behind there and the golf course itself. Responding to Mr. Lewis, Mr. Malmberg stated that he is not sure what neighborhood he is talking about but as far as from The Retreat, there should be no line of sight visibility from this project whatsoever. There is no impact on the golf course. There is no redesign of the golf course or impact whatsoever. What was the third part of the question? The only other issue that is very popular in hearings like this is traffic. It is a senior project. The daily traffic counts are roughly half of a non-senior project. It shouldn't have much impact on Maple Dale Drive.

Mr. Lewis asked if there was any sort of timeline for progress or are we in the very early stages? Responding to Mr. Lewis, Mr. Sandu stated that based on your approvals, as soon as we move along with approvals they are ready to build.

Mr. Malmberg stated that he would repeat that since he is not on the mic. Mr. Sandhu who is one of the partners of the project, indicated that he is ready, willing, and able to move as fast as we can finish up with design and approvals.

Mr. Barry stated that as always, Mrs. Melson-Williams gave a fantastic summary so he doesn't want to be redundant but he did want to highlight the three PND considerations. The first one is the consideration to increase the building height from 35 feet to 38 feet 4 inches. Similarly, for the number of stories, two is required but we are asking to go to three stories. In the packet of information that we submitted with our application, we summarized six projects in the City of Dover limits that are similar in fashion to this. Three of which are PND – Senior Citizen Housing Options. The Fountain View (Dove View) is approved at 40 feet in height with four stories. Luther Village is also a Senior Housing PND and is approved at 38 feet and 3 stories, and The Arbors Senior Condominiums is approved at 38 feet and 3 stories as well. Again, we are asking for 38 feet 4 inches in height at three stories. The number of units in the building, as Mrs. Melson-Williams said, instead of three buildings at 18 units per building, we are asking to go to one building at 48 units. There is an actual reduction in the units that were previously approved.

Mrs. Denney opened a public hearing.

Mrs. Valla Rogers – 10 Augusta Court Dover DE 19904

Mrs. Rogers stated that it sounds like all of this has been decided. She assumes that there has been a lot of discussion. This is the first that she has heard about this project. She heard about the original one by the previous owner and then she didn't hear any more about it. She didn't like the idea then. She should point out that she lives on the cul-de-sac that is directly behind this building. She was not a fan of having a four-story building then either. Three stories is better than four but she thinks three is too high. Also given what the Country Club looks like itself, she thinks the style of the building doesn't really go with the County Club. It is going to dwarf the Country Club. The townhouses as you come into the neighborhood, when the previous owner built the first few units there, they are very nice looking; the siding, the roofing, the style of them and the fact that they were over 55. They have attractive back of the building facing the golf course as you come up. It was a very nice design. Then when the rest of the townhouses were built, they dwarf those units that are existing. They are much taller and bigger and the siding that is used doesn't compliment it at all. They just swallow the original attractive designs of the townhouses there. There is nothing that anybody can do about that; it's done. She was totally unaware of the design of those and she would have objected back then. There hasn't been any discussion about what the exterior of this building is supposed to look like. Is it going to be brick and compliment Maple Dale? Is it going to compliment the homes that are right there? She disagrees that it isn't going to have any sight lines. Her cul-de-sac is right there and she will drive out and look at that every time she leaves. She thinks it will just be too large of a building for that spot between all of the other much lower single story or single-family homes in Maple Dale. She doesn't think it is a compliment to the area at all.

Ms. Min Gibson – 111 Pine Valley Road Dover DE 19904

Mrs. Melson-Williams stated that Ms. Gibson noted in the chat "We live behind the pool. The three-story building will block the sunlight to our house. With the 48 housing (units) they will have a lot of noise. We disagree with this plan."

Ms. Gibson asked if the house is going to face Pine Valley Road or Maple Dale Road. Responding to Ms. Gibson, Mrs. Melson-Williams stated that the building entrance faces Maple Dale Road. It would face the parking lot area and the circular loop that is there in front of the Country Club Building that is there now.

Mr. Gibson asked if there would be a roadway from Maple Dale Road to the apartments. Responding to Mr. Gibson, Mrs. Melson-Williams stated that there is part of the driveway that will come from Maple Dale Road to the apartment building. It has no direct access onto Pine Valley Road if that is what you are concerned about.

Ms. Gibson stated that either way, they disagree with this plan. What is the next step? Responding to Ms. Gibson, Mrs. Melson-Williams stated that this step before the Planning Commission is to consider the plan and the series of waivers. If the Planning Commission grants conditional approval this evening, then the applicant must finalize the plan and the Staff is authorized on behalf of the Planning Commission to grant its final approval. There will need to be a Final Site Plan approved by Planning Staff and the other regulatory agencies that deal with things like utilities and stormwater management. If they satisfy all of those agencies, then a Final

Site Plan approval can be issued. The Active Recreation Plan for this project will be considered by a City Council Committee and would have to achieve approval through them as part of this process. After they have a Final Site Plan Approval, then they would need to apply for Building Permits before starting construction of the project.

Ms. Gibson asked if they have a chance to file this complaint somewhere. The three stories will cover her entire house's sunlight and it may be four stories she heard. Responding to Ms. Gibson, Mrs. Melson-Williams stated that they are proposing a three story building. There is not a four story building that is proposed with this project. There was a reference to some other projects throughout the City that have gone through a very similar process that were authorized for four stories. This project is only requesting three stories for their building.

Ms. Gibson stated that three stories will still cover the sunlight. It will block all of the sunlight from that direction to our house. We will not have any quality light here anymore. Fifteen years ago when we bought the house, there was no such plan. How can they continue to file a complaint about it? Responding to Ms. Gibson, Mrs. Melson-Williams stated that you are participating in Planning Commission's public hearing on this project. The public is offered that opportunity to share their concerns with the Planning Commission. The Planning Commission can take that under advisement in making their decision on this project.

Ms. Gibson asked if they will know the final decision by mail. Responding to Ms. Gibson, Mrs. Melson-Williams stated that if you continue to participate this evening, the Planning Commission will be taking some action on this application. If you can't stay online, you can certainly reach out to the Planning Office. There will not be a mailed notice directly to the adjacent property owners about the decision made on the application.

Mr. Mark Borer & Ms. Carol Bugglin – 360 Troon Road Dover DE 19904

Mr. Borer stated that his wife Carol Bugglin is also on the line with him. They have lived here for 37 years and live on the golf course around the thirteenth hole. They got the first notice about Phase 3 at the end of January. You have been very careful in presenting very concisely what is going on around the building and in the immediate area of the building. His concerns that he would like to address goes to the wider Maple Dale community and the community around it. There are a number of homes that are on the golf course. They are in cul-de-sacs. They are in Fox Hall. They are in The Retreat. They are on Turnberry he believes as well. This will have affects on all of us. His main concerns are the following: Given the number of apartments, will there be elevators? It seems there may or may not be the need for all of these apartments for elderly people especially when there is no enclosed recreation area mentioned. The Clubhouse wasn't really set up for full recreation for the people in all of these apartments. Many elderly people don't golf and if they do golf, they likely have higher income levels and may be looking for more than apartments. As people demand and want more amenities, that can impinge on the future of the golf course. We want to know what kind of recreational facilities will replace the loss of the pool, the pool house, tennis courts, and things that people might be interested in. We know about the pickleball courts but there may need to be more when you have that many people moving into a place. They are talking about having perimeter walking trails. Will they be safe? No one wants to get hit by a golf ball. If you have these perimeter trails, there is still going to be people golfing he is assuming and how are we going to guard the people? Are people only going

to be able to walk at certain times of the day? That is going to need to be considered as well. Will the trail bring more people close to the yards that boarder the golf course? Many people's yards are not separated by woods and there are no fences. So, most people's backyards are the golf course. So, what happens on the golf course as a result of these apartments is going to affect these properties. These are houses that cost a lot of money. It is going to affect a large number of them, and they certainly don't want the property values to drop because of these issues. Other quick questions: will there be nearby access for needs like shopping for elderly residents? Will there be a DART stop for those who don't drive? Is the owner really invested in the future of the golf course? It's something essential to retain the property value of these upscale homes that surround the whole golf course. We don't have much communication from the golf course about the owner's long term interest. We know he is building these things now very carefully in this one controlled area but that number of people moving in is going to have an effect on things. They just want the Planning Commission to think and to ask. You may not have total control over it but he thinks you should know his long term intentions. Will the golf course be developed into a big neighborhood at some point? Is it just to build more places and to close the golf course down or do they really want to build the golf course? Are they planning to eventually develop that whole thing into a housing development and just doing it a bit at a time so that it passes the Planning Commission? Finally, he thinks it's important to get the view of more people that live around the golf course. With the late notice, he is surprised there aren't more people here because he knows that there are people around us that are concerned. He would ask and he is not sure if the Planning Commission can do this, but he would ask to table your final vote until you've gotten a few more answers to these questions because they will impinge not just on a couple houses. He feels bad for the people whose light would be blocked but it is affecting more than just them. It is affecting all of us in this Maple Dale, Retreat, Turnberry, and Fox Hall community. Please take that into consideration.

Mrs. Bugglin stated that she is afraid they are going to end up developing the whole golf course. There seems to be no protection to keep it as a golf course or as a park or something without development.

Dr. Julia Pillsbury – Councilwoman – First District 141 Shinnecock Road Dover DE 19904

Dr. Pillsbury stated that in looking at this picture, she has a concern about water runoff. Are they going to have flooding in the streets? Everything that is being done requires a water retention pond or some planning for that. You are going to put a large building on what has been open space and she is concerned about water runoff going into the neighborhood and into the home of woman who called earlier and voiced concern about losing her sunlight. The other thing is just a personal thing but she has to tell you that she is very disappointed that you got rid of the pool. She is really unhappy about that and she has been a member for over 30 years. She personally is not crazy about the plan and just wanted to share that but she is concerned about the water runoff. Responding to Dr. Pillsbury, Mrs. Melson-Williams noted that this project will have to have a Sediment and Stormwater Management Plan that addresses any changes in impervious surface coverage and the water runoff. They are proposing in that central part of the loop that is currently grass, that it would become some type of stormwater management facility. If you are looking at the Plan, it is kind of the football shaped area to the bottom of the plan image. It would be part of the stormwater management system for this project.

Ms. Sigrid Smith – 49 Carnoustie Road Dover DE 19904

Mrs. Melson-Williams stated that Ms. Smith typed in the chat online “We have similar concerns to the Troon residents primarily as well as concerns for further light pollution and mature tree removal.”

Mrs. Melson-Williams noted that Mr. Borer has typed into the chat his seven questions. The first being elevators for the apartments. The second being the types of recreational facilities that will replace the loss of the pool, pool house and tennis courts. The third point is the perimeter walking trails. The fourth point is access to shopping and also a DART stop. The fifth question of the owner and their vested interest in the future of the golf course. The sixth question is what the plan is for the whole golf course in the future. The seventh question is about the view of others that border the golf course and notes how it affects the entire neighborhood areas and the homes around the golf course.

Mr. Sandhu stated that he appreciates the Commissioners taking their time and he certainly appreciates the people calling in and taking their time to share concerns. It is their right and if he were living there, he would have the same kinds of concerns. He has known Val and Pat for 8 years now; they are members at Wild Quail. They know the integrity of his company and what they have done to Wild Quail from where it was. He just wrote little notes about the concerns mentioned. Val’s point is very valid, when she drives up she is going to see the building. Yes, obviously it is going to be there. They thought that having three buildings in three different corners and inconveniencing everybody. This part is where the pool is and where the old tennis courts that have been shut down for five years. Ms. Pillsbury, he is sorry about the pool but he was told by the Department of Health that the walls are caving in and they have no choice but to shut it down or fix at the tune of about a half a million dollars. There was also no guarantee that they would get the permits again. It hides if you have ever been in that area and it blocks trees that are very mature but thin in spots. These tree heights are 50-60 feet; they are very mature trees and as old as the development is. The concern about the light and the noise pollution, those trees are already blocking all of the light that they can. This building is going to be set back closer to the Clubhouse. As the sun rises, he thinks that alleviates all of the concerns about the light. He completely understands people being afraid because if somebody was building in his backyard he would be just as afraid. But the facts are the facts; it is not going to hinder their sunlight the way they are thinking. They did submit a color rendering of the building. He is not sure if Mrs. Melson-Williams ever had that. Responding to Mr. Sandu, Mrs. Melson-Williams stated that she doesn’t believe they have it in the (on screen) packet. The Planning Commission members may have it.

Mr. Sandhu stated that this building will have brick pretty much surrounding the building keeping in mind that although we are not directly in Downtown but we are still close enough. It will have Hardi-plank siding to make it look like it belongs in the area and not a very modern style architecture. Talking about Val’s point to the townhomes, yes we have “dumbed” them down a bit in the sense that the other project that Larry started with the townhouses sat for 10 years. There was a reason. We have priced ourselves out of the market by putting that nice stucco product that Larry put out there but it didn’t sell. The reason he and Muhammed ended up buying this project was because nothing was working. The golf course was in a downfall. The

townhouses weren't selling. What happens when a business goes down? Somebody steps in and takes it and that's what they did. To this date, they have owned the golf course for 9 months and they have spent \$250,000 into the golf course and inside the clubhouse. If that does not show their commitment to the golf course and keeping the golf course open, he doesn't know what else would. They have no plans of a development on the golf course but if they were to they would have to come back to this Commission. It is not something that they can sneak in and start development tomorrow. They have no plans. They are very committed to the golf course. They already have one and this gives us two. This gives us more of a chance to compete and make both products better. They are proud of Wild Quail and they want to be even more proud of Maple Dale and have it be the golf course, the historical venue that has been there for years. This is the 100th year of Maple Dale and they want to make sure this thing survives another 100 years because he can tell you that Ms. Boyer talked about the property value, if they did not take it over, there would not have been a golf course. They are here for a conditional approval but if you look at the property, there are already a lot of things that are already approved in that place besides a golf course. A solar farm is one of them and _____ field is another one. They could chose that route and make a lot more money than investing money not to make any money. This building is one of the biggest reasons that they are doing it. It is going to support this golf course. It is going to bring people to the restaurant. Jonathan's Landing has survived the worst of it since Champion's Club opened up. It is a 55+ community. He is 52 so he is getting there but he enjoys golf now. He never played golf before. He can't play soccer; he played soccer all of his life and he doesn't have knees anymore. He chose to play golf because he can swing this triangular piece of metal and try to hit a round ball and try to make it go straight. It's stupid but sometimes it works. The Clubhouse he thinks is one of the reasons that this apartment building and the people living there will be very happy. You give them a place to walk across to grab a few drinks, you don't have to worry about a DUI now, and you can just walk back to your apartment. A golf course is the biggest recreation. People travel from Smyrna, Middletown and Milford to come play golf with us. Why wouldn't he want to live at a place where he could walk to the golf course? Talking about the trail, he thinks Mr. Boyer has it a little bit wrong. The trail area is only around the building; there are no trails on the golf course. Actually, he and Planning had a discussion about combining and they refused because it is an insurance liability on their part to have anybody jay walk, snowboard, or bike on the golf course. We are not removing any trees. They are actually adding 73 trees. He thinks that they are adding value to the City of Dover by bringing this building. They already have 48 units right outside on Kenton Road. Also, they will be reducing traffic because the Planning Commission approved 54 units in 2009. They have spoken to DelDOT and KCD and he thinks that they are on the right track. He just wants to assure the Planning and Zoning Commission that they are going to make sure that they put a product out there that we all can be proud of and it's going to help being a 55+ community because we know there is a demand there.

Mr. Barry stated that a gentleman had concern about the walking trails that they are proposing. The trail is not near the golf course. The closest that it gets in behind the tenth tee so there shouldn't be any mixing of golfers or the apartment project. The paths with the ADA ramps are accessible. They will be constructed with asphalt. There will be ADA ramps with crosswalks for the rest of the trails. They do agree to comply with all of the DAC comments. There was something in there about having the trails connect to the golf course which is a no. It is a safety no-no; so, they won't be doing that.

Dr. Jones asked the Planning Office since this is a Revised Application, who were the residents that were notified. Were they in The Retreat? Responding to Dr. Jones, Mrs. Melson-Williams stated that as you are well aware, there are public notice requirements for all applications that appear before the Planning Commission. The Code requires that property owners within 200 feet of the subject site be notified. In this case, the subject site is the parcel that is Maple Dale Golf Course and Country Club. So, they sent notice to close to 200 property owners regarding this hearing this evening.

Mr. Sandhu stated 195 notices total.

Mrs. Melson-Williams stated that if you were walking the boundary of the Golf Course, it went to all of those property owners.

Dr. Jones asked if that meant that some of the property owners in The Retreat received a notice. Responding to Dr. Jones, Mrs. Melson-Williams stated yes, it would be some in The Retreat, Turnberry, and Fox Hall. All the way around the golf course.

Dr. Jones stated that if you have been to events at Maple Dale, you know that when there is a large event there, there is one road that goes out that eventually goes onto Dover Kenton Road. What kind of considerations or do you have any concerns about what might be as many as an additional 100 cars coming and going in that area? Responding to Dr. Jones, Mr. Barry stated that in December, we met with DelDOT and as you know there is a Capital Improvements Project along Kenton Road that is called SR 8 The Chestnut Grove. There is a roundabout intersection to be at Chestnut Grove and Kenton Roads. As part of those improvements there are deceleration lanes and sidewalk improvements which incorporate what was approved back in 2009 with the Master Plan Phase 1-A, 1-B and 2. There is going to be an actual reduction in trips to what was previously approved back at that time. They foresee a reduction in trips from what was previously approved and what DelDOT is accommodating on Kenton Road.

Dr. Jones stated that she doesn't understand. It will reduce trips from where? Responding to Dr. Jones, Mr. Sandhu stated that he thinks what Mr. Barry is relaying about is in the future once the apartment is built. He is going to speak more to let's say they have an event in Maple Dale with 100 people. Now we have 48 people living there. The lane that comes into Maple Dale as for the golf course, that will be widened. The Maple Dale Drive is existing and as you get on Kenton Road, they are expanding the deceleration lane coming into Maple Dale. He thinks it is going to be 150 FT long per DelDOT. All of this was taken into consideration in 2009 as well when we were supposed to have fifty-four (54) units. So what Mr. Barry is saying is that they reduced the number to forty-eight (48) units so there is less traffic. But he completely understands your concern about if there is an event at Maple Dale. Events do happen now. The Golf Course has tournaments with 200-300 people but that is a rare occasion to have such a big event. They are also providing 249 parking spaces versus having 109 parking spaces currently.

Dr. Jones stated that she has been around Dover and lived in that area as well and she does attend activities at Maple Dale. The apartment complex just seems to be misplaced in her mind. It does not lend itself to the character of the contiguous neighborhoods so that would be one of her

concerns. Responding to Dr. Jones, Mr. Sandhu asked if she would like to see something different on the building versus brick and Hardi siding.

Dr. Jones stated no, it's not the building; it's the concept. We need more senior housing in Dover, there is no doubt about that. She is uncomfortable with some of the comments that the residents have made. Were there conversations with the residents? There were too many of them who made comments that had some similar concerns. Responding to Dr. Jones, Mr. Sandhu stated that they have 100+ golfing members and about 150+ social members that live mostly in the area. They have all been talked to. I wish he had known because he would have brought some to support him as well. Just to tell you that of 195 letters that we sent, only 3 people spoke against it so that tells me that 192 people are okay with it.

Dr. Jones stated that that says that 192 people did not stand up to speak but she understands what you are saying. That can be interpreted in any manner but on a very serious note, she is concerned about the character of the area. Responding to Dr. Jones, Mr. Sandhu stated that he completely understands her concern and appreciates her concern, but this is a very common phenomenon. Not in Dover or even Delaware obviously. But if you go out on most golf courses, most golf courses have the stuff to support themselves. It is the easiest way for them to grab a customer instead of asking someone to bypass two golf courses to come to me. If you live there, you tend to walk and play there.

Mrs. Maucher asked that when this was approved for 54 units and it was multiple buildings, what were the height of the buildings? She has concerns about this three-story building and it doesn't really appear to fit with the surrounding community. And also how do they compare to the height of the townhouses? Responding to Mrs. Maucher, Mrs. Melson-Williams stated that back in 2009 this was also considered for a Planned Neighborhood Design Senior Housing Option. At that time, the developer at that time was also asking for Alternative Design Standards regarding building height and number of stories. At that request, they were looking at a number of stories at four stories and 65 feet for at least one of the buildings. She believes that they may have had a scenario where they were looking at parking on the ground floors and then the units above. That was actually approved by the Planning Commission back in 2009. They had the Alternative Design Standards Request at that time and were actually asking and approved for something more than they are asking for at the present time.

Mr. Sandhu stated that Mr. Borer had a concern about elevators. The building will have elevators in it.

Dr. Jones asked if the initial approval was for this site. Responding to Dr. Jones, Mrs. Melson-Williams stated that the 2009 Plan set forth the townhouse units on individual lots that we see. Twelve of which have been constructed at this point. There are another 18 townhouse lots underway and then in this area adjacent to the Clubhouse there was a proposal for three buildings for a total of 54 dwelling units in those four-story condominium buildings. If you kind of think of the project location here as you come up the drive to Maple Dale, at the loop, the 2009 Plan proposed one building on the right and then two buildings to the left kind of where we would see this building proposal here. She believes that project at the time did a relocation of the pool and some of the other recreational amenities. For that project, the overall Master Plan got approved;

however, they never took the steps to finalize Phase 3 which is this last phase. That approval lapsed which is where we are back here today going through another round of looking for approval of the Master Plan specific to Phase 3.

Mrs. Maucher asked if the building itself would have any amenities inside like a gym or any recreational facilities inside the building or is it wholly relying on the Clubhouse? Responding to Mrs. Maucher, Mr. Sandhu stated that there will be a gym and what they call a common area for them to hang out and spend their social time if they don't want to go to the Clubhouse and enjoy the restaurant. He thinks that it's a small gym and a social club area. It is on every floor so every floor will have their own common room area.

Mrs. Denney stated that she was a "snow bird" for a long time and had her own home in a development called The Villages in Florida and the main reason you move there was to play golf. We went everywhere and did everything in our golf carts. We rarely got in our car frankly because you would even go to Walmart and Target in your golf cart. Her question goes along with what Mrs. Maucher just asked. They had clubhouses. There were senior apartments and there were actually eventually built nursing home facilities. Very interesting that with the senior apartments and the nursing home, you could take your golf cart in and take it up to the floor where your family member was and walk through just like when you go to Bayhealth and you park in the garage and walk into a certain floor. Each little village has its own square and Clubhouse but within the Clubhouse or apartment area, on the first floor when you went there were bridge rooms and there were room that were filled with pool tables and ping pong. There was an art room where people would paint. That first story was entertainment. There were no food concessions and it wasn't a place that you could rent and entertain because there were other places in The Villages where you could do that. But she thinks that is an excellent idea for a place like this because it keeps the people who live in the apartments together. Any time that you can have that camaraderie, she thinks it's a good thing. Responding to Mrs. Denney, Mr. Sandu stated that is a great suggestion. He has done public housing for almost 20 years and he has learned a lot from public housing. It is always mandatory for them in public housing to have so many square feet of common space. That would be used for bridge. He doesn't think it's big enough that it could fit pool tables but it's basically to hang out. During Christmastime people hold their small Christmas parties. So, every floor will have that spot and now you have a gym. They want them to go to the restaurant and we want them to travel to the golf course and play golf. Keeping this golf course open is the main goal right now.

Mr. Reaves asked if you could show the picture of the building from the front view. He has a question about the height of the building at its highest point. When you have 35 feet, is that including elevation above the rooftop? Responding to Mr. Reaves, Mr. Barry stated that it would be the average height from the finished floor elevation outside the building to the mean roof height. In this case, it would be 38 feet 4 inches.

Mrs. Melson-Williams stated that for this type of building roof system when it is a pitched roof, the height is measured at basically that average between the eave, which is where you would see your gutter to the rtop of the ridge. It is kind of halfway in between. That is how our Code by definition measures building height.

Mr. Reaves stated that the actual total height of the building is going to be far more than 35 feet. Is that correct? Responding to Mr. Reaves, Mrs. Melson-Williams stated that the distance to the ridge which is the top of the roof would be greater than that but that is not considered height for purposes of our definitions. "Height" is defined as basically a distance that is kind of somewhere in the middle of that roof.

Mr. Reaves stated that he understands that part of it, he was just trying to get an understanding for the people that have concerns with the light that the building was going to block from their property.

Mr. Sandhu stated that he wants to remind the Commission that they went from 65 feet down to 38 feet. Also to Dr. Pillsbury's concern about the pool, they did open Wild Quail pool to all of the people at Maple Dale. So you are more than welcome to come to Wild Quail.

Mrs. Denney closed the public hearing.

Mr. Lewis moved to approve C-25-02 Villages of Maple Dale – Phase 3: Planned Neighborhood Design – Senior Citizen Housing Option (Revised) to include the waivers for the Alternative Design Standards and the partial elimination of curbing noting that we are going to hear more about the Recreation Plan once it goes to the Council Committee of the Whole for the Parks and Rec Committee, seconded by Mrs. Maucher and the motion was carried 5-0 with Mr. Roach, Mr. Baldwin, Mrs. Welsh, and Mr. Witham absent. Mr. Lewis voting yes; based on DAC recommendations and for reasons previously stated. Mrs. Maucher voting yes; based on DAC comments and it is consistent with our prior approval of the project. Dr. Jones voting yes; based upon the fact that the application has come forward and there is not an extreme amount of deviation from the original. She is concerned about comments however and the residents. As part of her justification, she would also ask that more communication be had with the members of the concerned community. Mr. Reaves voting yes; for reasons stated previously. Mrs. Denney voting yes; she listened to the comments from the people in the room as well as the people online and while she can appreciate them, this Plan has been in place since 2009. This isn't new today. Yes, some details changed; however, things became lesser rather than greater as they changed with the new plan. Again, looking at what DAC has to say and the fact that this is not a new topic or a new plan altogether. We knew when it was planned that it was going to take three phases. We knew it wasn't going to happen overnight and sometime the way things happen, it is happening later than sooner but it's been planned all along.

S-25-04 Eden Hill Farm TND: Residential District – Revised Implementation Plan (Phases 1, 2, 4, 5 & 6 Areas: Lot Configuration, Open Space Areas, Right-of-Ways & Unit Count) – Public Hearing and Review of Revised Implementation Plan for the Residential District component of the Traditional Neighborhood Design project known as Eden Hill Farm TND. The Revised Plan for the Residential District proposes to revise Phase 1, 2, 4, 5 & 6 areas as follows: to subdivide the Active Open Space - Community Centers parcel; to reconfigure Lot 10 and Lot 11 (Multi-family) and adjacent Alley M and Alley N; to consolidate lots (Lots 235-240, Lots 326, and Open Space) to expand Signers Park Open Space from 6.12 acres to 9.13 acres; to adjust Lots 190, 252 and 321 and relocate Lot 325; to abandon certain street right-of-way for portions of Bond Street, Red Haven Way, and Eden Hill Boulevard; to adjust right-of-way of Red Haven

Way and Horsey Boulevard; to increase total unit count from 721 (725) to 753 dwelling units; and to revise phase lines of Phases 5 and 6. The Residential District consists multiple parcels totaling of 109.034 acres ± of land and is zoned TND (Traditional Neighborhood Design). The project is located south of West North Street and Wemyss Road and east of the POW-MIA Parkway. The owners of record for the areas of revision are Eden Hill Apartments Acquisition Co., LLC; Eden IV, LLC; Eden 4DS, LLC; and OKH Eden Hill I, LLC. Property Addresses: 751 and 805 Banning Street; 355 Ridgely Boulevard; parcels on Little Eden Way; 600, 602, 604, 606, 608, and 610 Eden Hill Boulevard; 601 and 507 Gorrell Way; 502 and 504 Eden Hill Boulevard; 159 Red Haven Way; and parcel on Skipton Boulevard. Tax Parcels: Multiple parcels of the Residential District on map ED-05-076.04. Council District 2. *SB-06-03 Eden Hill Farm TND: Residential District - Implementation Plan consisting of 665 dwelling units received Planning Commission conditional approval on June 19, 2006. S-19-25 Eden Hill Farm TND: Residential District - Revised Implementation (Phase 2 Area, Club Houses and Unity Types) received Planning Commission conditional approval on January 21, 2020. S-23-12 Eden Hill Farm TND: Residential District – Revised Implementation Plan (Phases 4, 5 & 6 Areas: Lot Configuration, Open Space Areas & Unit Count) increasing to 725 dwelling units received Planning Commission conditional approval on June 20, 2023. There have also been subsequent approvals related to lot layout and Pattern Book revisions. Related Applications: SB-07-01, MI-08-03, MI-08-20, MI-09-03, MI-09-13, MI-10-04, MI-10-14, MI-10-20, S-19-25, MI-21-06, and MI-24-05.*

Representatives: Mr. Mike Scali, Eden Hill; Mr. Alan Hill, A.H. Davenport

Mrs. Melson-Williams stated that this is a Revised Implementation Plan for the Eden Hill Farm TND (Traditional Neighborhood Design). That process is very particular in that it sets up initially a Rezoning which this happened to be rezoned back in 2005. In order to implement a Plan, you go through a series of what are called Implementation Plans focused on each area of the TND. In this case, we are focusing on the Residential District and over the years, there have been several different Implementation Plans that have tweaked the development plan for Eden Hill. Tonight, we have another one that focuses on some of the undeveloped areas of the overall Residential District which the Code basically allows. We are actually looking at areas that are part of Phases 1, 2, 4, 5, and 6. But for a description, there are really three main areas where these changes are focused and she will try to summarize those for you in particular. A lot of our Development Advisory Committee Report is giving you background and giving you information on the TND and the process. There is like a two page chart of all the applications that have either come before the Planning Commission or that Staff has dealt with as an administrative process and then some more detailed description of the project. Basically, to build in Eden Hill there was a Subdivision Plan that created the series of lots and street networks and then over time, the series of Implementation Plans have provided greater detail about how to develop on those lots or changing lot configurations. Additionally, with Eden Hill there is a Comprehensive Design Standards Manual, otherwise known as the Pattern Book, that establishes the rules for building on individual lots. So, things like setbacks. It also sets up what kind of tree planting requirements and a number of things that way that are specific to Eden Hill. For this Revised Implementation Plan, and if you are following along in your Report she is on Page 11, we are going to talk about the key areas. The first is the northern clubhouse area and then there is an apartment area and then a big open space area. The northern clubhouse area basically exists as a single block and on

this image it is on the left-hand side. What they are proposing with this Revised Plan is to divide that block into two parcels. That will place each club house, that's under construction now and almost complete, on its own individual lot. They would still kind of share parking lot amenities that is in the middle of the two clubhouses but it allows the developer to have one of the clubhouses focus on the residential portion of the development and the other one to focus on the apartment area that is under construction and proposed. The second area of change is what they are calling the North Multi-Family Apartments area. On this sheet to the far right, this is an area that is known as Lot 10 and Lot 11. These have been identified for multi-family lots and in other words, construction of apartment style buildings she thinks dating back to the beginning of the project. What this Revised Implementation Plan identifies is some slight changes in the configuration of these two lots to adjust the placement of Alley M and Alley N to put them in a little bit better spot related to the future development of apartment buildings in this area. This narrow strip of block is bounded on the west by Banning Street and then the east is a stormwater management facility; so, they have got a somewhat narrower area to work in. They have proposed some slight adjustments there. The third area is the one of biggest change and that is going to be shown on the next plan sheet. There is a large open space area that was created with one of the previous Revised Implementation Plans and that is kind of the triangle in the center (on the screen). There is also kind of a strip here that is proposed for multi-family apartments. This is in the central east area of Eden Hill. With this Revised Implementation Plan, a couple of things are proposed in this area in that they are looking to eliminate a section of Eden Hill Boulevard that is kind of the shaded vertical strip on this Plan and a series of lots there. These areas would be then incorporated into the larger open space at this location and give additional land for amenities beyond just the open lawn area. In doing this, they are also looking to eliminate a segment of Bond Street and in doing so they would gain the ability to place another lot in that infill. You see that there are three lots on that far left hand side that would continue to be lots and then there is an alley and then it turns into the open space. In doing this, there is also some changes to the street network where Skipton Boulevard and Horsey Boulevard at the bottom of the page on the left side. There is some reconfiguration of the right-of-way there because of the changes in the street network. Additionally with this, it is focusing on Red Haven Way which is the continuation of Banning Street to the south. You can see on this image that there is a slightly hatched area that has a bend in it. One of the earlier Implementation Plans looked at that as being no longer right-of-way but being just a drive aisle associated with the multi-family in that area. This brings that back to a public street right-of-way and looks to configure that to continue to allow parking along that street and then also placing the parking for implementation of the apartments in this area in its own kind of strip of land closer to the railroad tracks which would be the strip that you see here on this image. The next page shows us a little bit more of a pretty picture graphic of this. This is the result of those series of changes. You can see an individual single family house lot, an expanded open space area that would then include amenities including some pickleball courts, some other dog park and playground amenities with associated parking, and then this area that would be ultimately developed with the multi-family apartment buildings with the road network and then the parking lot segregated on that other side. In doing those and kind of expanding the open space, there is obviously some reconfiguration of the property lines there. What this also does is proposes a slight increase in the overall unit count for Eden Hill. As currently approved, it is approved for 725 dwelling units. It is currently platted to be able to achieve 721 units. Years ago, there was a proposal that was approved for a total of 742 units but it was never finalized. With this Plan that is before you this evening, we are

looking at an increase to a total of 753 dwelling units for the project. Additionally, there would be some revisions to the phase lines between Phases 5 and 6. That really is just related to stormwater management planning for the overall site. With the change to some units going away and some units coming back, there is a change in the mix of unit types. Staff has provided a tally chart of the history as Eden Hill has progressed over the last 20 years and then what those numbers look like to total to 753. For this project obviously there is more detail but if the concept here is approved with this Revised Implementation Plan, in order to develop in these particular areas because they are large expanses, there would be an Administrative Site Plan review process that they would have to go through for the open space area, and for this area of apartments that we see on the screen. And for the Clubhouses that she mentioned earlier, those were previously the subject of a Site Development Plan. They would just need a Subdivision Plan to record that dividing it into two lots. Currently there is an Administrative Site Plan for that northern area of apartments on Lots 10 and 11 which of course is somewhat predicated on actions taken this evening related to that area. They are clearly meeting the Active Recreation requirements of the TND and have continued to do so. Staff determined that this did not need to revisit the Parks and Recreation Committee because of the types of amenities that were previously approved for Eden Hill at a broader sense of scale for this location. Tonight, you are really focused on a Revised Implementation Plan. This is your opportunity to act upon it. There is the Development Advisory Committee Report which includes the comments and review from the Planning Office and then the other regulatory agencies. In making these changes, obviously they will need to be updating a series of utility plans and the stormwater management planning for the site as part of anything moving forward for this project area.

Mr. Scali stated that he thought it made sense for him to quickly address why they are here yet again. As Mrs. Melson-Williams stated, this project started almost 20 years ago and has a long line of developers that have come and gone to try to get it done. This appears to be our last step or last hurdle to complete the project. He doesn't know if you have been out there, but there is a ton of construction. We have actually so far done what they have said they were going to do. The neighborhood had clamored for 20 years for a clubhouse and it is finally built. As soon as we get this subdivision line dropped in, we can turn it loose to them to use. Last time he was here, he had proposed this large open space. He was pretty proud of himself that he had thought of something different. Then as time marches on and costs rise it became apparent that building that Boulevard to come down would cost more than we could sell those lots for. It was one of those moments where it was like "oh boy, what did we do?" He sat down and said I can't go back to Planning Commission and take it back so they had to figure something else out. Mr. Hill is somewhat of an engineering genius and he put a lot of time into it. What they ended up doing to get them more density and more income, was fitting another apartment building in the same strip where they already were and not disturbing the open space field. Then vacating that street, he thinks they increased that open space by 30-40% more and added amenities. So, they kind of looked at it backwards than what a developer would look at and delivered more. That is why we are here and that is why there is yet another change. The last time he thought it would be the last change. He can't imagine that there would be another, but he can't promise that either. The economy, the world, and the market continue to change and as we march through this, we kind of have to be more reactive than they want to be. The other two changes, the clubhouse line, and again this whole development has been a little bit of a mess. We had to have two clubhouses and then they got to that point and they said "oh boy, they can't be owned by the same entity." They

just have to drop a line in and separate the ownership. With the change in the top corner, it is already approved for an apartment building; they just found a way to lay it out better.

Mr. Hill stated that he is just going to gloss over the presentation pretty much. The next slide shows the clubhouse areas blown up a little bit bigger. If you have been out there, you have seen that they have been constructed. As Mr. Scali just said, they have to put the line in before they can open for the residents that have been living there for almost 20 years. So they want to get that part done. The one on the left is for the residential tenants who are homeowners and the one of the right is for the apartments. That is why there is a little bit of a difference in the amenities there. The apartments have the ability to drive and afford a little bit more than the homeowners on most of these projects. The next slide shows the northern apartment area. In house, they call it the "Banning Apartments" or the "Northern Apartments." These are a reconfiguration of what you saw previously. What they had before was a single four-story building with parking underneath it. We split this into three 12-unit buildings. They are only three-story with all surface parking. Some of this parking is related to the apartments just to the west that are under construction right now to meet the parking criteria there of 2.25 spaces per unit. They are still providing all of the parking that we've told you before that we are going to provide; we are not trying to cut it back in any way. On the next slide, this is the biggest part that Mr. Scali and Mrs. Melson-Williams did an excellent job of running through. It's a little easier for him with the colored plans to go with these things. One of the things that they did on this Plan as opposed to the original Plan, is that the original park area that they had was around 6.1 acres. The new open space area with the amenities in it is over 9 acres. Mr. Scali mentioned the 30-40% increase in that area but it's actually a 50% increase of open space in that area plus the amenities of the pickleball courts, dog parks, and a playground. All of those things aren't available to the residents out there so we are adding those things. One of the things that Mrs. Melson-Williams mentioned was the connection between where they cut off the roadway. That was difficult to deal with. We have come up with a solution that works with the roads that are already built; the two roads that we are tying in with the circle are already there and already built. The other part was that they put Red Haven Boulevard back to where it was previously. That will allow us to use the utilities and the stormwater system that was designed through that area. They won't have to redesign that to meet the realignment. What we also did was took off the perpendicular parking that was along there to force that shift in the roadway and put the road back to the way it was before with on-street parking and we put the parking buffering towards the railway line. That parking is still 150 FT away from the railway line so we still have plenty of buffer. There is open space there that we don't own so we don't count but that's all open space and that's part of the trail system that goes around the community. We have all of those things. Again, we are meeting the parking that we are required to do in this area at the 2.25 spaces. We are adding units to help pay for all of these things to allow the developer to put the amenities in. But we are reducing the impervious coverage by removing that Boulevard street. By removing those single family homes with all things that come with that like with the driveways and the sheer size of those homes to a product that can survive and is more up to the current time. The next slide gives you an idea of the apartment buildings. The top of the slide shows an image of the apartments that are actually under construction right now. That will be the same architecture for the buildings that are going on that northern strip for the Banning Apartments; so that gives you a flavor for that. The reason that is a little bit different is because that transitions to the medical buildings that are to the north that have that more modern look. That's why when we get to the four-story buildings that are on

the southern side where the open space is, we go to a more traditional building. These are four-story. They do have elevators and they have all of the things that they need to do but they are a more traditional design. It is more in keeping with the homes that are on that side.

Mrs. Denney opened the public hearing.

Ms. Rachael Rigliano – 411 Ann Moore Street Dover DE 19901

Ms. Rigliano stated that they live at 411 Ann Moore Street and also own an investment property in the older section. She would like to say kudos because those apartments shown at the top near where we are on Ann Moore Street look kind of cool when completed. How many bedrooms per apartment? You are saying that they will be market rate. So what is a market rate for how many bedrooms? Do you all really foresee a demand for this many apartments in this area? Responding to Ms. Rigliano, Mr. Scali stated that we do see a demand which is why they are moving forward with the project. Otherwise, we wouldn't. He appreciates the comments about that northern building. They are very excited about that northern architecture but they are also very nervous about it because it's a product that hasn't really been introduced in Dover lately. The first floors of those buildings are one-bedroom apartments. He believes and then the second and third floors are two story apartments and they have a roof deck. So it is very city living very cosmopolitan type living. It is very different than what you typically see. As far as the breakdown of two and three bedrooms, it's a mix on the two level apartments. He doesn't know exactly what the breakdown is but they think they are all two's. He also doesn't know what their rates are just yet. They are still counting up our construction cost. A lot of what determines that is cost to build so you have to meet a certain yield to determine what the rate is. He doesn't even want to go on record guessing what he remembers. He is the words guy not the math guy in our group so he could really blow it.

Mr. Hill stated that the Northern Apartments are all one and two-bedroom apartments. They are a 50/50 split. For the southern apartments, they are ones, twos and threes. There are a small number of one unit apartments in each building and then the twos and threes are split fairly evenly on that. It is trying to cover all of the markets. Where Mr. Scali said he was nervous about the Northern Apartments, it's because they are all one and two units and that's what makes him nervous. And they are two-story apartments.

Ms. Rigliano stated that she knows they are splitting up the two clubhouses and she is thrilled to have a clubhouse but they can't use the pool. Is there any way that those of us that want to pay extra could get in on that pool? Responding to Ms. Rigliano, Mr. Scali stated that he wouldn't preclude that. They haven't put much thought into that. He thinks first what the developers need to do is see what the demand is from the apartments. These pools are tricky in a sense that everybody wants a pool but no one really ever uses it. In some of our complexes, they are heavily used and some aren't so it's hard to say. Before he commits to that, he thinks we have to see how it goes. You will note that there is not a pool for the residential and that is largely because in their experience and statewide, it puts a huge cost on these HOA's that they don't want to pay anymore. They have another project in Sussex County where they have over 300 houses being built and a national home builder approached us to do the building. They said they don't even want a clubhouse anymore, let alone a pool. He thinks everyone is getting away from that heavily amenitized world where the HOA has to pay for it because a lot of times it doesn't

get used and it just creates a burden.

Mrs. Denney closed the public hearing.

Mr. Lewis moved to approve S-25-04 Eden Hill Farm TND: Residential District – Revised Implementation Plan (Phases 1, 2, 4, 5 & 6 Areas: Lot Configuration, Open Space Areas, Right-of-Ways & Unit Count) regarding the northern clubhouse, the north multi-family and the large opens space area with the large multi-family apartments, seconded by Mrs. Maucher and the motion was carried 5-0 with Mr. Roach, Mr. Baldwin, Mrs. Welsh, and Mr. Witham absent. Mr. Lewis voting yes; just wishes the applicants lots of luck and thank you for your patience. Mrs. Maucher voting yes; based on DAC recommendations. Dr. Jones voting yes; for previously stated reasons. Mr. Reaves voting yes; for previously stated reasons and the DAC recommendations. Mrs. Denney voting yes; she thinks it is a well thought-out and planned project.

NEW BUSINESS

Meeting adjourned at 10:20 PM.

Sincerely,

Kristen Mullaney
Secretary

From: [Jena Cooper](#)
To: [Melson-Williams, Dawn](#); [David M. Kuklish](#); mimcgrath@pjlandllc.com
Cc: DEA220053.00@nf.bohlereng.com; [Justin Witters](#)
Subject: EXTERNAL: RE: Potential Plan Expiration - Needs Extension RE: Final Plan Approval (Record Plan and Site Plan)
 RE: Status of DWW Approval for S-23-05 Tidal Wave Auto Spa
Date: Friday, March 7, 2025 2:39:21 PM
Attachments: [image001.png](#)
[image002.png](#)

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dawn,

Thanks for sending this along.

Per our phone conversation, please use this email, on behalf of the client, to initiate the extension request and placement on the 3/17 agenda.

A letter, with more detail, will follow next week.

Thank you!

Jena

Jena Cooper

Sr. Project Coordinator

o 302-644-1155 / jcooper@bohlereng.com

BOHLER //

From: Melson-Williams, Dawn <DMelson@dover.de.us>

Sent: Thursday, March 6, 2025 4:48 PM

To: Jena Cooper <jcooper@bohlereng.com>; David M. Kuklish <dkuklish@bohlereng.com>;
mimcgrath@pjlandllc.com

Cc: DEA220053.00@nf.bohlereng.com; Justin Witters <jwitters@bohlereng.com>

Subject: Potential Plan Expiration - Needs Extension RE: Final Plan Approval (Record Plan and Site Plan) RE: Status of DWW Approval for S-23-05 Tidal Wave Auto Spa

Importance: High

EXTERNAL: Use caution with attachments and links.

Jena, Dave, and Tidal Wave Car Wash Team:

RE: Site Plan S-23-05 Tidal Wave Auto Spa at 243/245 N. DuPont Highway, Dover DE

In checking on plan expirations, the Planning Office Staff has discovered that the Site Plan S-23-05 Tidal Wave Auto Spa will expire on March 31, 2025. This Plan was originally approved by the Planning Commission in March 2023 giving it two years to finalize the plan, pull permits and commence construction. The Final Plan Approval was granted October 25, 2024 and a

Building Permit #23-1732 was reviewed but has not been issued. I have attached the Final Plan Approval Letter for reference.

If no action is taken to have the Building Permit issued and construction started by the end of this month then the Site Plan Approval expires and must restart the review process. The project can request a One-year Extension from the Planning Commission thus keeping the plan approval in place for another year. Please submit a written request for extension and Planning Staff will place it on the March 17, 2025 Meeting Agenda for the Planning Commission. We will need this immediately as we are working to set the Planning Commission agenda and meeting packet for distribution tomorrow (March 7th). Please email the request to me or otherwise note the intentions for the project.

Dawn Melson-Williams, AICP

Principal Planner

City of Dover, Delaware

Department of Planning & Inspections

(302) 736-7196 Planning Office phone

(302) 736-4217 fax

dmelson@dover.de.us

From: Melson-Williams, Dawn

Sent: Tuesday, October 15, 2024 2:54 PM

To: Jena Cooper <jcooper@bohlereng.com>; David M. Kuklish <dkuklish@bohlereng.com>; mimcgrath@pjlandllc.com

Cc: DEA220053.00@nf.bohlereng.com; Lyon, Jason A <jlyon@DOVER.DE.US>; Justin Witters <jwitters@bohlereng.com>; Duca, Sharon <SDUCA@DOVER.DE.US>

Subject: Final Plan Approval (Record Plan and Site Plan) RE: Status of DWW Approval for S-23-05 Tidal Wave Auto Spa

Jena and Dave:

Attached is the Final Plan Approval letter regarding the following Site Plan and associated Record Plan (for Parcel Consolidation) as reviewed by the City of Dover, DE Planning Commission.

- S-23-05 Tidal Wave Auto Spa at 245 N. DuPont Highway Dover DE

Please refer to the letter for comments and detailed instructions for next steps. Please retain this document for your records.

Additional Comments:

- 3 Copies of the stamped Site Plan and 6 copies of the approved Final Record Plans and a copy of the Final Plan Approval Letter is available for pickup at the Department of



February 8, 2025

City of Dover
Department of Planning & Inspections
ATTN: Dawn E. Melson-Williams, AICP
Principle Planner
dmelson@dover.de.us

RE: Site Development Plan S-23-15

Dear Ms. Melson-Williams,

We are writing to request a one (1) year extension to the Site Development Plan: S-23-15 Walker Road Professional Center Medical Buildings at 101 Mont Blanc Boulevard, Dover DE Tax Parcel ED-05-067.19-04-52.00-000. While we have made great progress in design and development of the parcel, due to current economic conditions we are requesting a 1 year extension to the approval.

If your office any questions, please do not hesitate to contact me directly at 302.677.1965.

Respectfully submitted,

G. Michael Glick



DATA SHEET FOR CONDITIONAL USE SITE PLAN REVIEW

DEVELOPMENT ADVISORY COMMITTEE MEETING of March 5, 2025

PLANNING COMMISSION MEETING of March 17, 2025

Plan Title: New Harvest Baptist Church, C-25-03

Plan Type: Conditional Use Site Plan Application

Owner: New Harvest Baptist Church

Project Engineer: Minnich Engineering & Land Planning

Location: South side of North Little Creek Road, east of Acacia Place

Property Address: 1462 N. Little Creek Road, Dover DE

Tax Parcels: ED-05-068.19-03-02.00-000

Site Area: 4.6686 +/- acres

Proposed Building Area: Phase 1: 6,900 SF
Phase 2: 5,000 SF
Total: 11,900 SF

Zoning: RG-2 (General Residence Zone)

Existing Use: Vacant
Proposed Use: Place of Worship (Church)

Parking: Required: 60 parking spaces
Proposed: Phase 1: 51 spaces
Phase 2: 70 spaces
Total: 121 parking spaces

Sanitary Facilities: Proposed on-site septic

Water Supply: City of Dover

Waivers Requested: None

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
D.A.C. MEETING DATE: March 5, 2025

APPLICATION New Harvest Baptist Church at 1462 N. Little Creek Road

FILE #: C-25-03

REVIEWING AGENCY: City of Dover Planning Office

CONTACT PERSON: Dawn Melson-Williams, AICP

PHONE #: 302.736.7196

Note: This Review Report was initially prepared by Staff of the Rossi Group (under a Planning Services contract with the City of Dover). The Report was completed with additional review and editing by the City's Planning Office.

I. PLAN SUMMARY

This application is for the review of a Conditional Use Site Plan for a new 11,900 SF church building and associated site improvements. The use of the subject property as a Place of Worship (Church), is conditionally permitted use in the RG-2 (General Residence Zone). The subject property is zoned RG-2 (General Residence Zone). The 4.6686 +/- acre property is located on the south side of North Little Creek Road east of Acacia Place. The owner of record is New Harvest Baptist Church. Property Address: 1462 N. Little Creek Road. Tax Parcel ID: ED-05-068.19-03-02.00-000. Council District 3.

The Plan sets reviewed include the original submission dated 1/3/2025 and the Site Plan Addendum Sheet (11"x17") showing project phases.

II. PROJECT DESCRIPTION

The site is located on the south side of North Little Creek Road east of Acacia Place. The use of the subject property as a Place of Worship (Church), is permitted as a Conditional Use in the RG-2 (General Residence Zone). The site of the proposed place of worship is currently vacant as it was previously agricultural land. The project proposes construction of a 11,900 SF place of worship (church) building and parking lot with stormwater management facility. The Site Plan Addendum shows phasing of the building construction and of the parking lot. The building is shown with a Phase 1 of 6,900 SF including the main sanctuary space and entry and Phase 2 expansion of 5,000 SF for Sunday School classrooms and fellowship hall space. The Parking is also in two phases with Phase 1 of 51 parking spaces and Phase 2 of 70 parking spaces.

Surrounding Properties

The subject property is surrounded to the east, west, and south by property in unincorporated Kent County that is zoned RMH (Residential Manufactured Home). The property immediately to the east is used as Grandview Manufactured Home Park. The large property to the south and west of the subject property is vacant agricultural land. There is a small parcel immediately west of the subject property that fronts on North Little Creek Road; it is a residential property that is

zoned R-8 (One Family Residence Zone) as it was annexed into the City of Dover with Application AX-20-01 Lands of Holly Mayer.

On the north side of North Little Creek Road, there are the residential communities of Acorn Farms and Lexington Glen Planned Neighborhood Design both zoned R-8 (One Family Residence Zone). West of Acorn Lane on the north side of North Little Creek Road is zoned BG (General Business) in unincorporated Kent County and is used for auto service.

III. ZONING REVIEW

RG-2 (General Residence Zone)

Zoning Ordinance, Article 3 Section 2. General residence zones (RG-1 and RG-2) list the permitted uses, conditional uses, and other provisions of the RG-2 zone. In Article 3 Section 2.11, it notes for the RG-2 zone that the allowable uses include those uses permitted in the one-family residence zones; this refers to *Zoning Ordinance*, Article 3 Section 1. In the One-Family Residence Zones, Places of Worship are a Conditional Use and have specific requirements for development. See code excerpt below.

Article 3 Section 1

- 1.14 The following uses are permitted, conditional upon the approval of the planning commission in accordance with the procedures and subject to the general conditions set forth in section 10.1 and to any specified requirements set forth below:
 - (a) Places of worship, including parish houses; [and] schools, including nursery schools, kindergartens and day care centers in accordance with article 5, Supplementary Regulations, section 14. Child day care facilities; philanthropic and eleemosynary institutions; hospitals and sanitariums for general medical care; and funeral homes subject to the following requirements:
 - i. Any school permitted under this paragraph [subsection 1.14(a)] shall be a nonprofit organization within the meaning of the Internal Revenue Act and shall be registered effectively as such thereunder.
 - ii. Any school permitted under this paragraph [subsection 1.14(a)], other than a kindergarten, nursery school, or day care center, shall occupy a lot with an area of not less than two acres, plus one acre for each 100 pupils for which the building is designed.
 - iii. Any kindergarten or nursery school permitted under this paragraph [subsection 1.14(a)] shall be limited to a maximum of 50 children in zones R-8 thru R-20 and a maximum of 100 children in all other zones. At least 100 square feet of outdoor play space per child shall be provided. Outdoor play space shall be fenced or otherwise enclosed on all sides and shall not include driveways, parking areas, or land unsuited by other usage or natural features for children's active play space. Fencing or other enclosures shall be a minimum height of four feet. The minimum lot area for each ten, or remainder over the multiple of ten, children shall be the same as the minimum lot area requirement for each dwelling unit in the districts in which such uses are to be located.
 - iv. No such building or part thereof shall be erected with less than a 50-foot front yard or nearer than 25 feet from any other street or property line.
 - v. The sum of all areas covered by all principal and accessory buildings shall not exceed 20 percent of the area of the lot.
 - vi. Courts shall conform to the requirements of article 5, section 3 hereof.

The proposed use as a Place of Worship is allowed as a Conditional Use per Article 3 Section 1.14 (a). Specifically for this use as a Place of Worship, the requirements of Item iv and Item v would apply that govern building setbacks and building coverage.

- The proposed building is 160 feet from the front (north) property line, 80 feet from the east property line, 172 feet from the west property line, and 260 feet from the south property line.
- The proposed building footprint accounts for approximately 6 percent of the total lot area.

With Conditional Use Plan applications, the Planning Commission reviews the proposed project to determine whether or not the intended use for the building is appropriate in type and scale for the immediate neighborhood. The Commission must also consider whether or not the proposed use will have an adverse impact on the future orderly development of the surrounding area. The following sections of the *Zoning Ordinance*, which relate to the role of the Commission in reviewing Conditional Use Plan applications, are particularly relevant when reviewing this application:

Article 10 Section 1

1.1 Accessibility for emergency response. That all proposed structures, equipment or material shall be readily accessible for fire, ambulance, police, and other emergency response;

1.2 Harmony of location, size and character. That the proposed use shall be of such location, size and character that, in general, it will be in harmony with the appropriate and orderly development of the zone in which it is proposed to be situated and will not be detrimental to the orderly development of adjacent properties in accordance with the zoning classification of such properties;

1.3 Residential zones. That, in addition to the above, in the case of any use located in, or adjacent to, a residential zone:

1.31 The location and size of such use, the nature and intensity of operations involved in or conducted in connection therewith, its site layout and its relation to access streets shall be such that both pedestrian and vehicular traffic to and from the use and the assembly of persons in connection therewith will not be hazardous or inconvenient to, or incongruous with, the said residential district or conflict with the normal traffic of the neighborhood; and

1.32 The location and height of buildings, the location, nature and height of walls and fences, the nature and extent of landscaping, and other improvements on the site shall be such that the use will not hinder or discourage the appropriate development and use of adjacent land and buildings.

If the Planning Commission approves a Conditional Use Application, the use is granted as a Conditional Use Permit. Such permits may be permanent, subject to limitations outlined in *Zoning Ordinance*, Article 10 §1.41 or be required by the Commission to undergo periodic renewal using the procedure described in Article 10 §1.42. Any Conditional Use Permit, permanent or not, may be revoked using the procedure described in Article 10 §1.43 if the conditions prescribed by the Commission in conjunction with the issuance of the Conditional Use Permit have not been or are no longer being complied with.

IV. PARKING SUMMARY

In accordance with the *Zoning Ordinance*, Article 6, Section 3, the following is the requirement for parking spaces for places of worship.

For:	At Least One Parking Space For Each
Places of worship	Two hundred (200) square feet of floor area, but not less than one (1) space for each four (4) seats, where provided

Based upon these calculations, the floor area calculation (11,900 SF) yields the higher parking count, which provides for a minimum of 60 parking spaces required. The building offers 193 seats in the sanctuary space, which would require a minimum of 49 parking spaces. The site plan proposed a total of 121 parking spaces, five (5) of which will be ADA accessible spaces. The parking spaces are to be constructed in two phases: Phase 1 of 51 spaces, which means the number of spaces required for the overall building proposed and then Phase 2 of 70 spaces.

Bicycle Parking

According to the *Zoning Ordinance*, Article 6, Section 3.10, for every 20 vehicle parking spaces, one bicycle parking space is required. The Site Plan shows one (1) loop wave style bicycle rack with a capacity of three (3) bicycles. Based on the total of 121 vehicle parking spaces, seven (7) bicycle parking spaces are required. A written waiver request may be submitted for Planning Commission Review if the applicant seeks to reduce the bike parking requirement. *The applicant has indicated that the plan will be revised to comply.*

V. SITE CONSIDERATIONS

Site Access

The site entrance is from North Little Creek Road, a state-maintained road, where DelDOT will determine entrance design and any off-site improvements. This entrance drive leads to the parking lot area and the drop-off canopy at the building's entry.

Building Access

The main building entrance is proposed on the west side of the building, with additional access points along the east and west side of the building.

Lighting

The Site Plan does not show exterior lighting for the parking lot.

Dumpster

In accordance with the *Zoning Ordinance*, Article 5, Section 6, two dumpsters are required for non-residential properties, and dumpster enclosures must be a minimum of seven feet in height. The Site Plan shows a 15' x 10' dumpster pad for the storage of two dumpsters is shown at the east end of the parking lot to the rear of the building. Dumpster pad and masonry enclosure details are included in the submission.

Sidewalks

The Site Plan shows a frontage sidewalk along the front property line, including ADA curb ramps where the sidewalk crosses the site entrance. A concrete sidewalk will be constructed to allow pedestrians access to the building from the frontage sidewalk. ADA accessible curb ramps are shown where this crosses a parking area entrance. The plan set does not include a detail for the ADA accessible curb ramps.

VI. BUILDING ARCHITECTURE

The proposed building is rectangular, with its shorter side facing North Little Creek Road. It is a single-story structure featuring a pitched roof, with the gable end facing the street. The north, south, and east elevations are clad in 6-inch vertical metal panel siding. The west elevation includes a gabled roof section over the main entrance, which is highlighted by a 4-inch brick veneer façade. The rest of the west elevation features 6-inch vertical metal panel siding and a brick veneer watertable. The roof is a standing seam metal roof system.

The building's windows include louvered vinyl shutters and keystone header detail above. The north elevation, which faces North Little Creek Road, includes two windows and no other architectural features, providing a bland appearance and expanses of blank wall to the street frontage. The east side of the building includes 12 windows; the west elevation includes ten windows; and the south elevation includes six windows.

VII. TREE PLANTING AND LANDSCAPE PLAN

Woodland Preservation

The Landscape Plan indicates that the site includes 32,575 SF of woodland area, of which 27,419 SF (84.2%) is proposed to be preserved. They propose to clear 5,156 SF of woodland area. The Landscape Plan does not show the delineated woodland line, nor the area of woodland proposed to be cleared.

According to the *Zoning Ordinance*, Article 5, Section 16.52:

16.52 *Limited clearing for site development allowed.* Generally, site development plans for the construction of a new building within existing woodland areas shall limit clearing of the land to those areas necessary to provide for the placement of the building or group of buildings, adequate access onto the property and to the proposed building or group of buildings, utility placement, off-street parking and yard areas to allow for daylight infiltration and building maintenance. When woodland areas are proposed to be cleared to allow for new construction, clearing within the area of the proposed construction shall be limited to an area of 30 feet from proposed building foundation, and 15 feet from off-street parking lots, and utility placement.

Additionally, according to *Zoning Ordinance*, Article 5, Section 16.81:

16.81 *Plan specifications.* A tree preservation and planting plan or a preservation and selective clearing plan, prepared by or in conjunction with a design professional, shall be shown on a copy of a preliminary plat, sketch, or site plan, as appropriate to the proposed development, drawn to the same scale and covering the same area as the other plan documents prepared for the planning commission hearing. The plan may be combined with a required buffer and landscape plan for the project, at the option of the developer. The plan shall provide sufficient information and detail to clearly demonstrate that all applicable requirements and standards of this section will be fully satisfied.

The requirements for the tree preservation and selective clearing are further specified in Article 5, Section 16.81.

Tree Plantings

According to the *Zoning Ordinance*, Article 5, Section 16.62, one tree must be planted for every 3,000 square feet of development area. Based on the parcel area of 203,366 SF, fifty-nine (59) trees must be planted on the site. The Landscape Plan shows 59 trees to be planted in a mix of deciduous and ornamental trees. The trees are adjacent to North Little Creek Road, lining the entrance drive, within the parking lot island and perimeter, and adjacent to the building.

VIII. CITY AND STATE CODE REQUIREMENTS:

The subject proposal has been reviewed for code compliance, plan conformity, and completeness in accordance with the agency's authority and area of expertise. The following items have been identified as elements which need to be addressed by the applicant:

1) Sheet SP-1 and associated sheets:

a) Data Column:

- i) Include the bicycle parking calculation (one bicycle space per 20 vehicle parking spaces). Adjust the plan to increase the number of bicycle parking spaces provided. If seeking a reduction, then a written Waiver Request must be submitted for consideration.
- ii) The required bulk standards cited relate to residential uses and not for places of worship as a Conditional Use. Please update as follows:

	Required
Front Yard	50'
Side Yard	25'
Rear Yard	25'
Number of Stories	None specified
Maximum Building Height	None specified
Maximum Building Coverage	20%

- iii) Where Proposed Impervious Surface is stated, also include the percent of lot coverage.

- b) Update zoning of parcel for lands of Holly L. Mayer to R-8 on all plan sheets.
- c) Update all data columns and plan sheets with the phases of construction proposed in the Addendum Plan associated with the parking lot and building.

2) Indicate the location of lighting for the parking lot areas.

3) Sheet SP-2 Conditional Use Site Plan Details:

- a) Please include details for the ADA accessible ramps associated with sidewalks crossing the entrance and parking lot.

4) Sheets LS-1 and LS-2 Landscape Plan:

- a) Please correct the sheet number in the lower right corner to LS-1.
- b) Please show on the plan drawing the existing woodland delineation, the woodland proposed for clearing in accordance with Article 5, Section 16.81, and woodland areas to remain.
- c) The development area acreage of 203,252 SF is used for the tree density calculation. On the other plan sheets, the lot area is listed as 203,366 SF. Please confirm which is correct and correct the incorrect number.
- d) On Sheet LS-2, please include a detail and plan to protect preserved woodland area from sedimentation intrusion and erosion.

5) It is unclear from the plan submission if the classroom space is intended for Sunday school and other church-related activities, or whether the classrooms will be used as nursery school, kindergarten, and/or child day care centers. If a nursery school, kindergarten, or child day care center is planned, this will be subject to additional review and requirements. *The*

applicant has confirmed that the proposed project and its classroom space are only intended for Sunday school and church related activities.

- 6) The Site Plan Addendum clarifies that the Place of Worship Building may be proposed to be constructed in phases. The floor plan includes a dashed line dividing the building into Phase 1 and Phase 2.
- 7) This project proposes the use of a private on-site septic system instead of connecting to sanitary sewer. This must be properly authorized and permitted by the City Department of Water & Wastewater and DNREC.
- 8) The construction of the site entrance and street improvements must comply with the requirements of DelDOT as authorized through the Entrance Plan review process.
- 9) Any Erosion & Sediment Control Plans and Stormwater Management Plans granted approval by the Kent Conservation District must reflect the Site Plan layout and design conditionally approved by the Planning Commission and be in compliance with the *Zoning Ordinance* and technical review requirements of other agencies.
- 10) The Final Plan set must include notes documenting any action taken by the Planning Commission on any requested waivers and must list any additional conditions of approval.

IX. RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

In accordance with the *Zoning Ordinance*, Article 10 §1, the Planning Commission in considering and acting upon Conditional Use Plans may prescribe appropriate conditions and safeguards so that the public health, safety, and welfare, the comfort and convenience of the public in general, and the residents of the immediate neighborhood in particular shall be taken into consideration. These safeguards may to the maximum extent possible further the expressed intent of the *Zoning Ordinance* and the accomplishment of several objectives in particular listed in subsections 1.1 to 1.3.

- 1) Conditional Use for Place of Worship: The applicant is seeking to construct Place of Worship at the subject location. Planning Staff finds the proposal compatible with the area. This is proposed as a church facility and the applicant has indicated that a nursery school, kindergarten, and/or child day care center is not planned.
- 2) Building Architecture: Planning Staff recommend that architectural treatment, such as a gable window or watertable detailing, be added to the north face of the building to add curb appeal and to avoid large expanses of blank wall.
- 3) Parking Lot: Planning Staff recommends an evaluation of the parking to consider whether the proposed 121 parking spaces are necessary for the facility. The overall number of parking spaces provided could be reduced or implemented in a phased construction. Reducing the paved parking area would reduce the impervious coverage and related stormwater management needs. *The applicant has proposed phased construction for the parking lot.*

Other agencies may recommend additional considerations to meet code objectives in accordance with their areas of expertise. Action on all considerations identified in this section is at the discretion of the Planning Commission.

X. ADVISORY COMMENTS TO THE APPLICANT:

- 1) If major changes and revisions to the Conditional Use Site Development Plan occur in the finalization of the Plan, contact the Planning Office. These changes may require resubmittal for review by the Development Advisory Committee, Planning Commission, or other agencies and commissions making recommendations regarding the plan.
- 2) Following Planning Commission approval of the Conditional Use Site Plan, the Plan must be revised to meet all conditions of approval from the Development Advisory Committee or as otherwise noted. A Check Print must be submitted for review by Planning Office Staff and the other commenting agencies. Upon determination that the Plan is complete and all agency approvals have been received, copies of the Plan may be submitted for final endorsement (Final Plan Approval).
- 3) Other agencies and departments which participate in the Development Advisory Committee may provide additional comments related to their areas of expertise and code requirements.
- 4) The applicant/developer shall be aware that prior to any ground disturbing activities on the site the appropriate site inspections, Pre-Construction meeting and permits/licenses are required.
- 5) For building new construction, the requirements of the building code and the fire code must be complied with. Consult with the Chief Building Inspector and City of Dover Fire Marshal for these requirements. The resolution of these items may impact the site design including such items as building dimensions and height, building openings, and fire protection needs, etc.
- 6) The applicant should be aware that Conditional Use Site Plan approval does not represent a Sign Permit, nor does it convey permission to place any sign on the premises. Any proposed site or building identification sign shall require a Sign Permit from the City of Dover prior to placement of any such sign unless deemed internal to the campus. It is recommended that the applicant discuss the sign regulation requirements with the Planning Staff prior to applying for a Sign Permit.
- 7) The applicant should be aware that Conditional Use Site Plan approval does not represent a Building Permit and associated construction activity permits. A separate application process is required for the issuance of a Building Permit from the City of Dover.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.



CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: FEBRUARY 26, 2025



APPLICATION: New Harvest Baptist Church at 1462 N. Little Creek Road
FILE #: C-25-03
REVIEWING AGENCY: City of Dover Department of Public Works and Water & Wastewater
CONTACT PERSON: Jason A. Lyon, P.E., Director of Water & Wastewater / Engineering Services
CONTACT PHONE #: 302-736-7025
CONTACT EMAIL: jlyon@dover.de.us

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

SANITATION

1. Every commercial customer shall provide such premises with a sufficient number of solid waste containers to provide adequate capacity for the solid waste placed out for collection without overloading the capacity of the containers. The City of Dover shall provide commercial customers with a maximum of two (2), 90-gallon trash containers and two (2), 90-gallon recycling containers.
2. Trash collection site shall be oriented for side-loading pick-up if customer is utilizing City of Dover sanitation services.
3. Any commercial customer requiring more containers, or larger containers, than provided above, must utilize private service.

STORMWATER

1. Final site plan approval will not be granted until a copy of the approved Stormwater/Erosion and Sediment Control Plan from Kent Conservation District is submitted to our office.
2. The size, length, slope, type and flow directions must be shown on all existing and proposed storm sewer lines. Rim and invert elevations must be labeled on all stormwater structures.

STREETS

1. Final site plan approval will not be granted until a letter of no objection, signed by DelDOT is submitted to our office.
2. The current City of Dover standard street section provides for a 3' grass strip between the curb and sidewalk. This standard was administratively revised to meet ADA and FHA compliance with cross slope requirements and to prevent cars from scrapping at driveways. The revised standard utilizes a five feet (5') wide public sidewalk with a five feet (5') wide grass strip behind the curb. Sidewalk and curb shall be installed for the width of the project scope.
3. Please add the following notes to the plans:
 - a. Standard City of Dover sidewalk, as per chapter 98, article IV of the Dover Code of Ordinances, shall be required to be installed along the entire public street frontage of a property. Where frontage sidewalk exists but does not meet the standards of chapter 98, article IV, the sidewalk shall be re-laid to meet the standards. Sidewalk shall include barrier-free

access ramping at points of intersection with street crossings and at other locations so as to afford reasonable barrier-free pedestrian movement and site access.

- b. In accordance to Appendix A, Article VI, Section B.3, all sidewalks shall ascend from the curbstone to the building line at the ratio of one-quarter of an inch to the foot. Nothing in this section shall be construed to affect any pavement previously laid by order of the city council, until it is taken up and relaid.

WATER

1. All water utility components must meet the requirements of the Water Wastewater Handbook, effective date March 22, 2010. Please contact our office for more information.
2. The following notes must be added to the plans:
 - a. Hydrant connections by the contractor are prohibited. This method may not be utilized during any phase of the project.
 - b. Any existing water lines not to be utilized by the proposed facility must be properly abandoned at the mains in accordance with the City of Dover Department of Water & Wastewater specifications and requirements.
 - c. The site contractor shall contact the City of Dover Department of Water & Wastewater Construction Manager at (302) 736-7025 prior to the start of construction. A representative from the City of Dover Department of Water & Wastewater must observe and approve all City owned water and sanitary sewer interconnections and testing. All water taps must be performed by a City of Dover approved contractor. The proposed location for the water connection may need to be adjusted in the field due to conditions of the existing main. Possible conditions that would require tapping relocation include proximity to pipe joints, other taps, concrete encasements, conflict with other utilities, and the like. Test holes must be performed by the contractor to determine the best tapping location. The City of Dover will not be held responsible for field conditions requiring adjustment of the tapping location or for any work required by the contractor to make an appropriate and lawful connection.
3. The size, type, and location of all proposed and existing water lines and valves must be shown on the plan. Please be advised that effective May 1, 2022, water mains can now be constructed using DR 18 PVC.
4. Water usage projections (peak demand or plumbing fixtures) must be submitted to our office to correctly determine the size of the domestic and irrigation (if applicable) water meter for the proposed buildings. These projections must be submitted prior to approval so the meter size can be placed on the final site plan. The proposed water meters must be installed in a pit per City of Dover requirements and manufacturer's recommendations. Also, a dual check valve is required downstream of the meter.
5. The domestic service, fire main connection and valves must be clearly shown for each building. A valve must be installed at the tee to isolate combined fire and domestic water service to the building from the water loop. Typically, this valve is installed at the tee or an acceptable distance from the building. A valve must be provided on the domestic water service, which must be tapped off of the combined eight-inch (8") fire/domestic service outside of the building. The domestic water tap and valve should be as close to the building as possible. Typically, the domestic tap and valve are located within five feet (5') to ten feet (10') of the building. A blow up detail of this layout is recommended.
6. Provide a construction detail for the proposed restraining system for the fire main located within the buildings. There shall only be one (1) water service per building. The Department of Water & Wastewater will test and inspect all fire mains to a blind flange located inside the buildings. The blind flange with tap is used for hydrostatic pressure testing (200 psi for two (2) hours) and dechlorination. The flange must be restrained in the direction of the pipe entering the facility. A pipe entering horizontally through a wall sleeve shall be restrained with rods through the wall. A pipe entering vertically through a slab shall be restrained through the floor to the ninety degree (90°) bend and thrust block. All rods shall be a minimum of ¾" all thread. All pipes through walls and slabs must be Class 52 cement lined ductile iron pipe. Confirm particulars to meet this requirement with mechanical designer.
7. Water services shall be either type K copper or SDR-9. 1. All non-metallic water lines (mains and services) shall be installed with a tracer wire and identification tape. The wire shall be a minimum of twelve (12) gauge blue coated solid copper wire, wrapped around the pipe, and extending up into all valve and curb boxes. The identification tape shall be six-inches (6") wide, laid one foot (1') above the pipe, with the following text: "Caution: Buried Water Line Below". 3M marker balls, model 1423-XR, or approved equal shall be installed at every service line connection to the water main and all bends on the service line.

8. On October 24, 2022, City of Dover Council approved the new Cross Connection Control Program. This program requires certain backflow prevention assemblies on water service connections to the city's distribution system. Please provide a specific description of the activities within this project.

WASTEWATER

1. This property received a letter from Kent County Department of Public Works, dated July 11, 2018. This letter indicates that this property cannot connect to the county's sewer infrastructure and can install a septic system. An additional letter was provided from the City of Dover to DNREC stating that due to the location of this property in relation to city sewer infrastructure, a septic system will be allowed, provided the following conditions:
 - a. The property shall only contain a church. Additional activities / structures will not be allowed on the property, these include, but not limited to, school, daycare, and gymnasium.
2. Prior to final approval, please forward the DNREC approval for the designed septic system.

GENERAL

1. All existing utilities shall be adjusted to final grade in accordance with current City of Dover requirements and practices. This must be included as a note on the plan.
2. No trees may be planted within ten feet (10') of utility infrastructure.
3. No structure may be installed within ten feet (10') of utility infrastructure, please depict all underground utilities and structures on the utility plan sheet to confirm compliance.
4. The final site plan must be submitted in the following compatible digital formats:
 - a. AutoCAD 2018 (.dwg format).
 - b. Adobe Reader (.pdf format).

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

SANITATION / STORMWATER / STREETS / WATER / WASTEWATER / GENERAL

1. None.

ADVISORY COMMENTS TO THE APPLICANT

WATER

1. The City of Dover water system is available to this site. The developer is responsible for all costs associated with extending and providing service to the proposed development.
2. Prior to plan approval, the water system plans must be submitted to the Division of Public Health, Office of Drinking Water for review and approval. The owner/developer will be responsible for providing all completed forms and plan sets to the City of Dover as required for submission to the Office of Drinking Water. Plans will not be submitted to the Office of Drinking Water until review has been completed by our office.
3. Hydrant flow testing is currently only performed during the spring and fall. The applicant must call the Department of Water & Wastewater directly to schedule these tests. This applies to both existing hydrants as well as those proposed for the site.
4. Water impact fees will be required to be paid prior to Certificate of Occupancy for this project.

WASTEWATER

1. None.

GENERAL

1. The applicant is advised that depending upon the size of the existing water service and sanitary sewer lateral to be abandoned, flowable fill may be required.
2. Construction plans will not be reviewed by our office unless all previous comments have been clearly addressed within the plan set and accordingly identified within an itemized response letter and with the Water/Wastewater Initial Plan Submission Checklist, which can be obtained from the following website: https://imageserv9.team-logic.com/mediaLibrary/198/WaterWastewaterHandbookFinal_1.pdf, page 88.

SANITATION / STORMWATER / STREETS

1. None.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER ELECTRIC

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: FEB 26, 2025

APPLICATION: New Harvest Baptist Church at 1462 N. Little Creek Road

FILE #: C-25-03

REVIEWING AGENCY: City of Dover Electric Department

CONTACT PERSON: Shawn Burgett, Engineering Services & System Operations Superintendent

CONTACT PHONE #: 302-674-7568

CONTACT EMAIL: sburgett@dover.de.us

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

ELECTRIC

1. Any relocation or upgrade of existing electrical equipment will be engineered by the City of Dover Electric Department. Developer may be required to perform a quantity of the relocation. Any work performed by the City of Dover will be at the owner's expense.
2. Owner is responsible for locating all existing underground facilities to include electric, water and gas.
3. Owner is responsible for site and/or street lighting.
4. Must maintain 10' clearance around all electrical equipment, unless pre-approved by the City of Dover Electric Engineering Department.
5. Prior to the completion of any/all designs and estimates, the owner is responsible for providing the Electric Engineering Department with a physical address of the property.
6. All Engineering and design for Dover Electric will be engineered upon receipt of final approved plans. All Engineering work will be furnished by the City's Electric Engineering Department.

GENERAL

1. Final site plan must be submitted in a digital format compatible with AutoCAD 2010 (.dwg format) and Adobe Reader (.pdf format), if applicable.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

1. Owner must give the City of Dover Electric Department three (3) months' notice prior to construction. Owner is responsible for following the requirements outlined in the City of Dover's Electric Service Handbook. The handbook is now available on the website at the following link: <https://evogov.s3.amazonaws.com/media/27/media/13108.pdf>.

ADVISORY COMMENTS TO THE APPLICANT

1. Provide load sheets as soon as possible for proper sizing of transformers and creation of primary fee estimates. Current load sheets can be found at the following link:
<https://www.cityofdover.com/media/Electric%20Department/COD%20Electric%20Load%20Sheet.pdf>.
2. Electric service is currently provided by the City.
3. If any upgrade to electric supply needs to be accomplished, customer will be responsible for all costs associated with the project.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: 02/26/25

APPLICATION: New Harvest Baptist Church at 1462 N Little Creek Rd

FILE #: C-25-03 REVIEWING AGENCY: City of Dover, Office of the Fire MarshalCONTACT PERSON: Jason Osika, Fire Marshal
josika@dover.de.usPHONE #: (302) 736-4457

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY, AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESS BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS:

1. Proposed occupancy classification is assembly (church), possibly educational as well. This office has no objections to the conditional use.
2. Building Access shall be no further than 50 feet from a primary entrance.

Where buildings are provided with an automatic sprinkler system installed in accordance with NFPA 13, access shall be no further than 100 feet from the primary entrance.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.4)

3. Parking shall be prohibited in front of the primary entrance for a width of not less than 1.5 times the width of the door(s) or for 10 feet, whichever is greater.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.3.2)

4. Perimeter access shall be N/A and clearly shown on the plans.

Perimeter Access minimum width shall be 10 feet for one-story buildings and 15 feet for buildings of two or more stories, measured from the face of the building at grade with a maximum slope of ten percent (10%). Plantings and utility services (includes condenser units, transformers, etc.) shall be permitted within the perimeter access, and shall not interfere with emergency services fire ground operations.

If a physical barrier (fence, pond, steep slope, etc) prevents access, that portion of the building perimeter shall not be included in the calculation of Percent of Perimeter Access.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.5)

Where parking is located between the building and perimeter access area, parking shall not be located closer than 10 feet to the exterior wall for one-story buildings and 15 feet to the exterior wall for building of two or more stories.

5. Fire lanes shall cover 50% of the proposed building.
Fire lanes are required to be 24 feet wide and run along the front of the building as determined by the primary entrance(s). In cases where there is more than one primary entrance(s), each shall be served by a fire lane even if this exceeds the percentage as required.

The closest edge of fire lanes shall not be located closer than ten (10) feet to the exterior wall and the closest edge of fire lanes shall not be located further than 50 feet from the exterior wall if one or two stories in height; 40 feet if three or four stories in height, or 30 feet if over four stories in height.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5)

6. Where parking is located between the building and the fire lane, parking shall not be located closer than 15 feet to the exterior wall.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.4.1)

Where parking is located between the building and the perimeter access area, parking shall not be located closer than 10 feet to the exterior wall for one-story buildings and 15 feet to the exterior wall for building of two or more stories. 2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.5.2

7. All Fire Lanes shall be marked as follows:

both the inner and outer edges of the fire lane shall be marked, where curbs are present, the top and face of the curb shall be painted yellow, where no curbs are present, a four inch (4") solid yellow demarcation line shall mark the edge(s) of the fire lane.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 7)

8. The specific color yellow shall be the uniformly accepted yellow as utilized by State of Delaware Department of Transportation (DelDOT). Only vivid and durable paint shall be used and shall be suitable for street surfaces

9. Fire lane signs shall be located as follows:

see Figure 5-16 – Approved Sign For Marking Fire Lanes, fire lane signs shall be spaced at 150 foot intervals maximum, all fire lane signs shall be located no less than six feet (6') and no higher than eight feet (8') above the pavement, signs shall be placed at each end of the fire lane, and signs shall face all oncoming traffic.

Where parking is not restricted roadway markings shall utilize the words "FIRE" and "LANE" in lieu of fire lane signs and shall conform to the specifications of 7.6.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 7)

10. Where overhangs, canopies, balconies, or any other building or site features must project over any fire lane, an unobstructed vertical clearance of not less than 13'-6" above the fire lane shall be provided and the portion of the building perimeter which contains overhangs, canopies, balconies, or any other building features shall not apply towards the fire lane accessibility requirements of Section 4.0, Table 5-1 in this chapter.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.8)

- II. Street width shall be in accordance with City of Dover Code of Ordinances, Appendix A, Article VII, Section A. 13,

Residential areas

24 feet wide with no parking,

30 feet wide with parking on one side, or
36 feet wide with parking on both sides

Commercial areas

26 feet wide with no parking,
32 feet wide with parking on one side, or
38 feet wide with parking on both sides

Alley

12 feet wide

12. Speed Reduction Devices must be approved, please see City of Dover Ordinance Chapter 98-10 in reference to this process.

13. Fire hydrants shall be installed per the requirements of City of Dover Public Utilities Water/Wastewater Handbook, NFPA requirements, and Delaware State Fire Prevention Regulations. City Ordinance Sec 46-9 (f).

5.1.1 Hydrant spacing as shown in the Fire Flow Tables shall be used as a general rule. Hydrants shall be located at the direction of the State Fire Marshal so as to minimize friction in fire hose. All hydrant spacing shall be located along available roads or at the direction of the State Fire Marshal. This measurement shall be calculated by way of accessible thoroughfare(s) from the building to be protected to the hydrant and may not necessarily be a radius. 5.1.3 Additional hydrants shall be provided when the State Fire Marshal deems it necessary based on the configuration of the site, building(s), exposures, construction, occupancy, and/or specific hazard(s).

Fire Flow table 2, hydrant spacing shall be 800 feet on center for one and two family detached dwellings, other residential, rowhouses and townhouses, assembly, health care, business, education, storage, industrial, mercantile, and mini storage. (702, Chapter 6)

NFPA 1

18.5.2 detached one- and two-family dwellings, fire hydrants shall be provided for detached one- and two-family dwellings in accordance with both of the following: 1. the maximum distance to a fire hydrant from the closest point on the building shall not exceed 600 feet 2. the maximum distance between fire hydrants shall not exceed 800 feet.

18.5.3 buildings other than detached one- and two-family dwellings, fire hydrants shall be provided for buildings other than detached one- and two-family dwellings in accordance with both of the following 1. The maximum distance to a fire hydrant from the closet point on the building shall not exceed 400 feet 2. The maximum distance between fire hydrants shall not exceed 500 feet

14. All fire hydrants shall be marked as prescribed within the appropriate section of this regulation and as illustrated by the appropriate figures of this regulation.

All fire hydrants shall have minimum of four-inch (4") solid yellow demarcation lines to define specific areas, where fire hydrants are located along a curb line with permitted parking, the area between the fire hydrant and the street or fire lane shall be stenciled with four inch (4") demarcation lines and the words "NO PARKING", demarcation lines shall be measured from the center line of the fire hydrant and extend for a distance 15 feet on both sides.

Where fire hydrants are located in parking lots or other areas susceptible to blockage by parked vehicles they shall be treated as follows: fire hydrants shall be protected in all directions for a distance of seven feet (7') with barriers or curbing, Minimum four-inch (4") diameter steel

bollards filled with concrete and marked yellow shall be installed at the outermost corners of the fire hydrant demarcation area. The minimum height of the bollard shall be 36 inches above the finished grade of the adjacent surface, and the steamer connection of all fire hydrants shall be positioned so as to be facing the edge of the street, or traffic lane.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 6, 2)

The owner is responsible if the hydrant is private.

15. Hydrant barrels shall be provided with reflective material, such as paint, durable for highway/roadway markings or a reflective tape of a minimum of 2" in width around the barrel under the top flange, hydrant bonnets shall be color coded based on the following criteria: class AA 1500 GPM - painted light blue, class A 1,000 GPM - 1499 GPM - painted green, class B 500 - 999 GPM - painted orange, class C 250 - 499 GPM - painted red, class D under 250 GPM - painted black.

(2021 Delaware State Fire Prevention Regulations 703, Chapter 3. 4)

The owner is responsible if the hydrant is private.

16. Hydrants are to be Darling Co. B-62-B Breakaway <https://american-usa.com/products/valves-and-hydrants/fire-hydrants/5-1-4-american-darling-b-62-b-5>

17. NFPA 72 compliant Fire Alarm System required per occupancy code requirements.

Fire alarm in place of assembly. *Fire alarm required.* Any new occupancy or new portion of an occupancy determined to be a place of assembly by the fire marshal and is capable of receiving an occupant load of 75 persons or greater, shall be required to install a fire alarm in accordance with NFPA codes governing the installation of fire alarms and the National Electrical Code.

Fire alarm system required. Any existing occupancy or portion of an existing occupancy determined to be a place of assembly by the fire marshal, and is undergoing renovations in excess of 50 percent of the assessed value of the building and is capable of receiving an occupant load 75 persons or greater or is being enlarged to receive an occupant load of 75 persons or greater, shall be required to install a complete fire alarm system in accordance with NFPA codes governing the installation of fire alarms and the National Electrical Code.

Public mode audible requirements. To ensure that audible public mode signals are clearly heard by occupants of a structure, they shall have a sound level at least 15 decibels (dB) above the average ambient sound level or five decibels (dB) above the maximum sound level having a duration of at least 60 seconds, whichever is greater, measured five feet (1.5m) above the floor in the area required to be served by the system using the A-weighted scale dBA. In the event the stated requirement cannot be met a shunt trip relay/switches shall be the approved method of meeting the intent of this section of the Code.

(City Code of Ordinances 46-171)

18. Sprinkler system required. System is to be monitored by an approved Fire Alarm System.

This chapter shall apply to all buildings, structures, marine vessels, premises, and conditions which are modified by more than 50% after the effective date of these Regulations. The 50% figure shall be calculated utilizing the gross square footage of the building, structure, marine vessel, premises and conditions as to arrive at the correct application.

Any proposal that is presented to the Office of the State Fire Marshal for review and approval for a building rehabilitation as defined in the 101 Life Safety Code, for less than 50% of the gross square footage of a non-sprinklered building, may not have another such project for the same building submitted for review and approval any sooner than three (3) years after the date of the final inspection unless sprinkler projection is provided throughout the entire building.

In all buildings exceeding 10,000 square feet of aggregate, gross floor area.

In all buildings in excess of 40 feet in height or more than four (4) stories in height.

In all buildings or areas thereof used for the storage, fabricating, assembling, manufacturing, processing, display or sale of combustible goods, wares, merchandise, products, or materials when more than two (2) stories or 25 feet in height.

In all basement areas exceeding 2,500 square feet floor area.

In residential occupancies when of: Type V (0,0,0) or Type III (2,0,0) construction and exceeding two (2) stories or 25 feet in height. Type V (1,1,1) and Type III (2,1,1) or

Type IV (2,H,H) construction exceeding three (3) stories or 3 In all residential apartment buildings storage areas except individual unit closets that are located within individual residential living units.

In all buildings used as health care occupancies as defined in the Life Safety Code, NFPA 101, as adopted and/or modified by these Regulations. In all buildings or areas classified as "high hazard" under the Life Safety Code, NFPA 101, or "extra hazard" under the Standard for the Installation of Sprinkler Systems, NFPA 13, as adopted and/or modified by these Regulations.

All buildings used as dormitories, in whole or in part, to house students at a public or private school or public or private institution of higher education. (16 Del.C. Ch. 88) This applies to all such dormitories regardless if new or existing.

(2015 State of Delaware fire Prevention Regulations, 702, Chapter 4)

Places of assembly shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13 when the following apply:

All new indoor places of assembly with an occupant load of 150 persons or greater.

Any interior renovations of 50 percent or more to an existing place of assembly with an occupant load greater than 150 persons.

Any additions or increase in interior size to an existing place of assembly that would create an occupant load of 150 persons or greater.

Places of assembly where alcohol is served for consumption on the premises shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13 when the following apply:

All new indoor places of assembly with an occupant load of 100 persons or greater and where alcohol will be served for consumption on the premises.

Any interior renovation of 50 percent or more to an existing place of assembly with an occupant load greater than 100 persons and where alcohol will be served for consumption on the premises.

Any additions or increase in interior size to an existing place of assembly which would create an occupant load of 100 persons or greater and where alcohol will be served for consumption on the premises.

New educational occupancies of 5,000 square feet or greater shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13.

(City of Dover Code of Ordinances 46-162)

NFPA 101, 12.3.5.1 The following assembly occupancies shall be protected throughout by an approved, supervised automatic sprinkler system in accordance with 9.7.1.1(1): 1. Dance Halls 2. Discotheques 3. Nightclubs 4. Bars 5. Restaurants 6. Assembly occupancies with festival seating

19. Fire Department Connection is to be a 5-inch stortz connection on a 30-degree elbow located within 50 feet of main entrance. Access to the Fire Department Connection must be clear unobstructed access as defined by the AHJ.

Fire department connections. Unless otherwise approved by the fire marshal, fire department connections shall be on the street side of the building and shall be located and arranged so that

hose lines can be readily and conveniently attached to without interference from any nearby obstructions as defined by the fire marshal's office. Fire department connections shall be a five-inch Storz. Fire department connections shall be within 300 feet of an approved City of Dover Fire Hydrant and within 50 feet of the main entrance of the structure it serves. All fire department connections shall be not less than three feet nor more than five feet in height above finished grade. The fire marshal shall have the authority to require more stringent requirements when deemed necessary. (City of Dover Code of Ordinances 46-162)

20. Parking and/or obstructions shall be prohibited in front of fire department connections for a distance measuring from the center line and extending four feet on both sides. (2015 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.3.4)
21. Fire Department Connection to be located within 300 feet of fire hydrant, measured as hose would come off the fire equipment.
22. All standpipe and sprinkler connections shall be marked as prescribed within the appropriate section of this regulation and as illustrated by the appropriate figures of this regulation. All standpipe and sprinkler connections shall have minimum of four inch (4") solid yellow demarcation lines to define specific areas, Solid yellow demarcation lines shall be measured from the center line of the connection and extend for a distance of four feet (4') on both sides, and where parking is allow between the building and the street or fire lane the solid yellow demarcation lines shall extend from the end of the sidewalk surface to the street or fire lane (Markings shall not be required on the sidewalk surface).

All fire department connections (standpipe and sprinkler) shall have a minimum 12" x 18" sign that reads FIRE DEPT. CONNECTION, sign lettering shall be a minimum of 3 inches (3") in height with red scotchlite letters on white scotchlite background. The sign shall be clearly visible from the fire lane or roadway, and signs using NFPA international symbols shall be an acceptable alternative. (2021 Delaware State Fire Prevention Regulations, 705, Chapter 6, 3)

23. The installation of natural gas and LP gas meters, regulators, valves, and LP gas bottles shall be protected from impact damage by impact protection. Natural gas and LP gas meters, regulators, and valves located inside structures shall have impact protection, except when located in separate protected utility rooms.

Dimensions of bollards. Bollards shall be a minimum of six-inch diameter filled with concrete. The bollard shall be set into the ground at a depth of at least 36 inches (three ft.) embedded in concrete at a minimum of 18 inches surrounding the bollard. The bollards must be a least 48 inches (four ft.) in height above the finish grade elevation. Any deviation of the stated requirements must be approved by the fire marshal and/or chief building inspector. The above dimensions shall serve as the requirement for installation; however, the fire marshal and/or chief building inspector shall have the authority to require more stringent dimensions to fit the needs of devices warranting impact protection.

Color of bollards. Bollards should be of the following colors; yellow, amber or orange. All colors shall be of fluorescent or have a reflective coating. Any deviation of the stated requirements must be approved by the fire marshal and/chief building inspector.
(City of Dover Code of Ordinances, 46-4)

24. Every house, building or structure used or intended for use as living quarters or as a place for conducting business, and having any wall facing or abutting any public or private street or alley, shall have displayed on that wall, in legible, easily read characters which are of contrasting color to the background, the proper street number for such house, building, or structure in accordance with the following:

One-family and two-family residential structures, height, the number shall measure a minimum of four inches in height, *location*, the number shall be placed on the house above or to the left or right of the front entrance, *color*, the number shall be contrasting to the background color, *Arabic numerals*, all numbers shall be Arabic numerals.

Multiple-family dwellings, measurements, the number shall measure a minimum of six inches when identifying individual apartments with exterior doors, and 12 inches when identifying buildings with apartment complexes where there are two or more buildings not assigned street addresses. Individual buildings with street addresses shall have numbers measuring six inches, *location*, numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot, *color*, numbers shall be contrasting to the background color, *Arabic numerals*, all numbers used shall be Arabic numerals.

Commercial, industrial and office buildings, height, the numbers shall measure a minimum of 12 inches in height, *location generally*, numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot,

property line or driveway, should the building be located far enough from a public or private road so that the numbers are not clearly visible from the street, then the street address shall also be posted on the property at or near the property line or driveway to said building,

color; each building, numbers shall be contrasting to the background color and shall be placed on each building in the complex,

Arabic numerals, all numbers used shall be Arabic numerals,

Shopping centers. Shopping centers consisting of two or more stores shall have a tenant or suite number affixed to the front of the tenant space and on the outside of the rear door which corresponds with that tenant space. Numbers shall measure six inches in height.
(City of Dover Code of Ordinances, 98-344)

25. A lock box (Knox) containing any and all means necessary for fire department access shall be provided at the following occupancies: any occupancy that contains a fire alarm signaling system that is monitored off-site, or any occupancy that contains an automatic sprinkler system.
(2021 Delaware State Fire Prevention Regulations 705, Chapter 5, 2.4)

Secured key systems. When required; exemption. A secured key system shall be required for any new or existing building where a fire alarm or sprinkler system is being installed. It shall be the responsibility of the owner or occupant to keep a set of keys in the secured key box that are current to the locks of the protected occupancy. Buildings with 24-hour staffing or guard service shall be exempt from this subsection.

Location. The secured key system shall be located as close to the main entrance as possible. Should the building design not allow the secured key system to be located by the main entrance, the fire marshal and fire chief shall come to an agreement as to an alternate location for the key box. A secured key system, once installed, shall not be obstructed from view or obstructed by any means that would delay the fire department access to the box.

Required keys. Keys to be secured in the key box shall include keys to all points of ingress or egress, whether on the interior or exterior of the building, and keys to locked mechanical

rooms, electrical rooms, elevator rooms, fire alarm and sprinkler controls and any area protected by automatic fire detection. Keys to individual residential apartment units are not required.

Ordering responsibility. It shall be the responsibility of the general contractor to order the key box for new buildings. It shall be the responsibility of the owner or tenant to order the key box for existing buildings.

Installation before testing. No acceptance test for sprinklers or fire alarms shall be conducted before the installation of a key box.
(City Code of Ordinances 46-127)

Knox Box to be mounted 6 feet above ground level

26. All required means of egress shall have an exit discharge consisting of a non-slip surface and leading to and terminating at a public way. NFPA 101
27. Project to be completed per approved Site Plan.
28. Full building and fire plan review is required.
29. Construction or renovations cannot be started until building plans are approved.
30. Fire alarm systems, fire suppression systems, hoods, exhaust ducts, and hood suppression systems require a fire permit from the Fire Marshal's Office. This work cannot be started until the permit is approved.
31. Building cannot be occupied by the public until a Certificate of Occupancy is obtained.
32. The following is City Ordinance, Appendix B-Zoning, Article 8 Enforcement and Penalties:

Section 1. - Building permits.

No building or structure in any district shall be erected or structurally altered without a building permit duly issued upon application to the building inspector. No building permit shall be issued unless the proposed construction or use is in full conformity with all the provisions of this ordinance. Any building permit issued in violation of the provisions of this ordinance shall be null and void and of no effect, without the necessity for any proceedings for revocations or nullification thereof, and any work undertaken or use established pursuant to any such permit shall be unlawful (see section 4 for penalties).

1.1 No building permit shall be issued for the construction or alteration of any building upon a lot without frontage upon, or legal permanent access to, a public street improved to the satisfaction of the planning commission, or without access to a public sewer.

1.2 No building permit shall be issued for any building where the site development plan of such building is subject to approval by the planning commission, except upon approval of such plans approved by the said commission.

1.21 No building permit shall be issued for any building in a subdivision unless the subdivision plot has been approved by the planning commission.

1.3 No building permit shall be issued for a building to be used for any conditional use in any zone where such use is allowed only with approval of the planning commission, unless and until such approval has been duly granted by the said commission.

(Ord. of 7-12-1993, § 3)

ADDITIONAL / SPECIFIC REQUIREMENTS TO OBTAIN APPROVAL:

1. The plan refers to classrooms, is this for an educational occupancy or for activities such as Sunday school?
2. Please ensure that the overhang doesn't interfere with the Fire Lane as outlined in item #10 as listed above
3. A fire hydrant will be needed within 300' of the FDC
4. Please advise if there are phases to this project

APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):

2021 NFPA 1 Fire Code (NFPA; National Fire Protection Association)

2021 NFPA 101 Life Safety Code (NFPA; National Fire Protection Association)

2019 NFPA 72 National Fire Alarm and Signaling Code (NFPA; National Fire Protection Association)

2019 NFPA 13 Installation of Sprinkler Systems (NFPA; National Fire Protection Association)

2009 IBC (International Building Code)

Latest editions of all other NFPA Codes as defined by the Delaware State Fire Prevention Regulations

2021 Delaware State Fire Prevention Regulations

City of Dover Code of Ordinances

*If you have any questions or need to discuss any of the above comments, please call the above contact person listed.

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY

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APPLICATION: New Harvest Baptist Church at 1462 N. Little Creek Road

FILE#: C-25-03

REVIEWING AGENCY: DeIDOT

CONTACT PERSON: Brian Williams

PHONE#: 302-760-2141

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY & STATE CODE REQUIREMENTS:

No person, firm, corporation or the like shall construct, open, reconstruct, maintain, modify or use any crossing or entrance onto a state-maintained highway, street or road, including any drainage modifications leading into or carried by the highway drainage system, without first having complied with standards and regulations adopted by the Department and having obtained a permit issued by the Department. Please contact the Delaware Department of Transportation - Development Coordination section to begin permit process.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

ADVISORY COMMENTS TO THE APPLICANT:

1. Pre-submittal meeting held January 13, 2025. Applicant should continue working with the Department towards approval.



KENT CONSERVATION DISTRICT

Item 6.

1679 SOUTH DUPONT HIGHWAY • DOVER, DELAWARE 19901 • (302) 608-5370 • WWW.KENTCD.ORG

**CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
MARCH 2025**

APPLICATION: New Harvest Baptist Church at 1462 N. Little Creek Road

FILE #: C-25-03

REVIEWING AGENCY: Kent Conservation District

CONTACT PERSON: Cullen Baker

PHONE: (302) 608 - 5370

EMAIL: stormwater@kentcd.org

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE. THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

Source: 2019 Delaware Sediment and Stormwater Regulations

CITY AND STATE CODE REQUIREMENTS:

1. As the disturbance for this site will exceed 5,000 square feet, a detailed sediment and stormwater management plan must be reviewed and approved by the District prior to any land disturbing activity (i.e. clearing, grubbing, filling, grading, etc.) taking place. The review fee and a completed Application for a Detailed Plan are due at the time of plan submittal to the District's office.
2. The following notes must appear on the record plan:
 - a. The Kent Conservation District reserves the right to enter private property for purposes of periodic site inspection.
 - b. The Kent Conservation District reserves the right to add, modify, or delete any erosion or sediment control measure, as it deems necessary.
 - c. A clear statement of defined maintenance responsibility for stormwater management facilities must be provided on the Record Plan.

ADVISORY COMMENTS TO THE APPLICANT:

1. Verify trees are not located within 10ft of any stormwater infrastructure storm drains or catch basins, also please allow a 15' clear maintenance access to the stormwater facility from the parking lot.
2. Please note the Kent Conservation District will not review an application more than three times. If after the third review the plan is still not found to be approvable, the application will be denied, and a new application with review fees are to be re-submitted to continue a detailed plan review.
3. A letter of no objection to recordation will be provided upon approval of the Sediment and Stormwater Management Plan.

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
ADVISORY BRIEF
D.A.C. MEETING DATE: 3/5/2025

**Dover/Kent
County
Metropolitan
Planning
Organization**

C-25-03 New Harvest Baptist Church at 1462 N. Little Creek Road

FILE # C-25-03

REVIEWING AGENCY: Dover/Kent County MPO

CONTACT PERSON: Malcolm Jacob

PHONE #: (302) 387-6030

Attached, please find comments submitted by Dover Kent MPO for each of the current City of Dover Development Advisory Committee (DAC) applications. These comments are a part of the MPO's ongoing goals of promoting transportation safety and connectivity within the region. They are submitted in accordance with the support given by the MPO Council on November 6, 2024.

Issues of concern to the MPO are effective transit, reducing the amount of vehicle emissions by shortening or eliminating trips, and facilities for alternative modes of transportation, including bicycle and pedestrian access. The MPO considers the bicycle facilities required by the City of Dover to be the standard for all applications, not to be waived.

City of Dover Planning Commission
Conditional Use Site Plan Review

C-25-03 New Harvest Baptist Church at 1462 N. Little Creek Road

Dover Kent MPO has no major objections to the site plan. The site plan includes sidewalks along the property's frontage and a crosswalk over the driveway entrance. This is something Dover Kent MPO supports. Although the southern side of North Little Creek Road currently does not have a strong network of sidewalks, the *Dover Bicycle and Pedestrian Plan* (2020) recommends adding sidewalk on both sides of the road. According to the document, the highest priority for sidewalks within the corridor is between John Hunn Brown Road and Acorn Lane, but facilities could also be extended further to the east.¹ This part of North Little Creek Road has a posted speed limit of 35 mph, an Annual Average Daily Traffic (AADT) of 3,130, and a Level of Traffic Stress (LTS) of 4. The southern side of the road is currently not safe for pedestrians due to the absence of sidewalks, which is why pedestrian facilities are important.

¹ Dover Bicycle and Pedestrian Plan. City of Dover (2020).

<https://doverkentmpo.delaware.gov/files/2021/04/Dover-Bicycle-and-Pedestrian-Plan-2020-FINAL-1.pdf#page=97>.



Accessible parking spaces are included in the plan, close to the main building. These parking spaces should be accompanied by ADA ramps, and they should be placed so that users do not have to walk into the path of approaching vehicles.

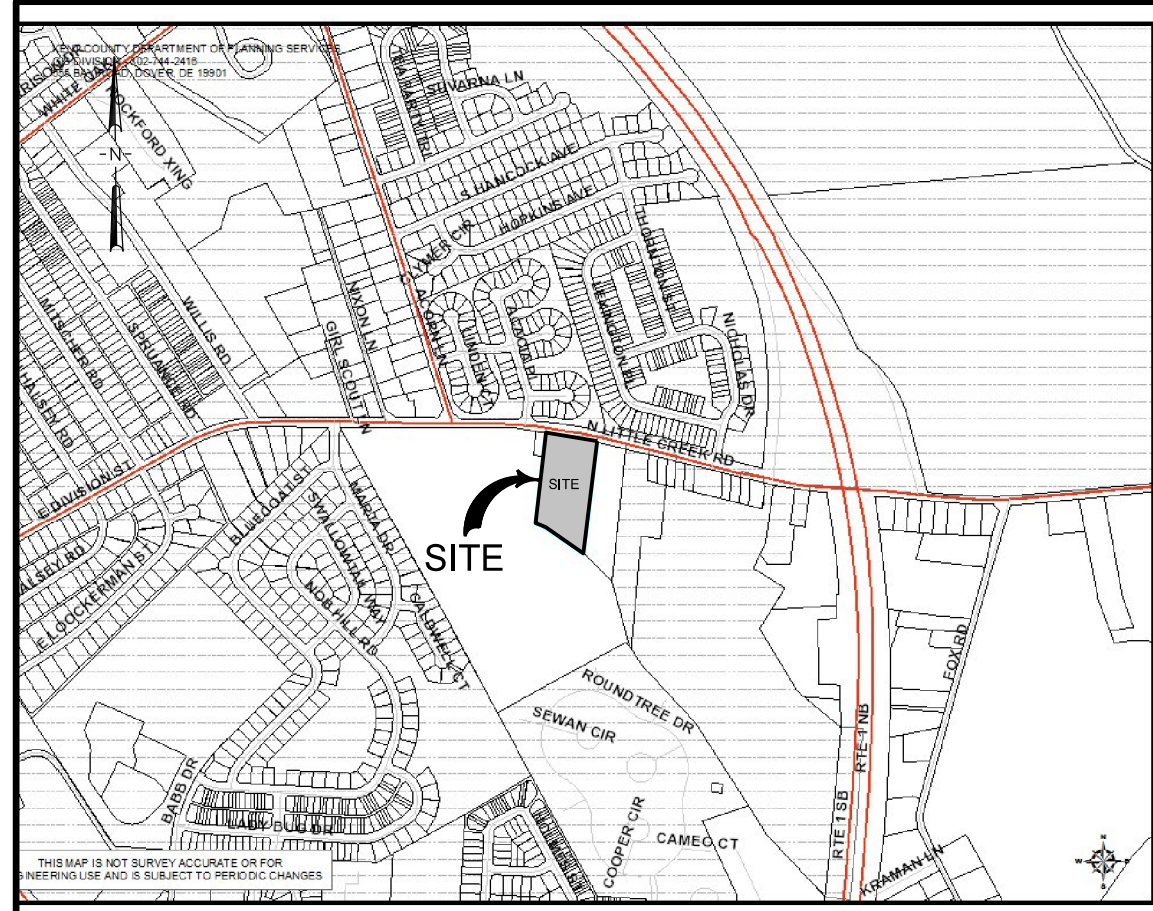
Finally, bicycle racks should be included in the plan, in order to meet the City of Dover's requirements on bicycle parking. This should be done at a rate of one (1) bicycle parking space for every twenty (20) vehicle parking spaces. (See Dover Code – Appendix B, Article 6, Section 3.10.)² If more information on various types of bike racks is needed, please contact Dover Kent MPO.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.

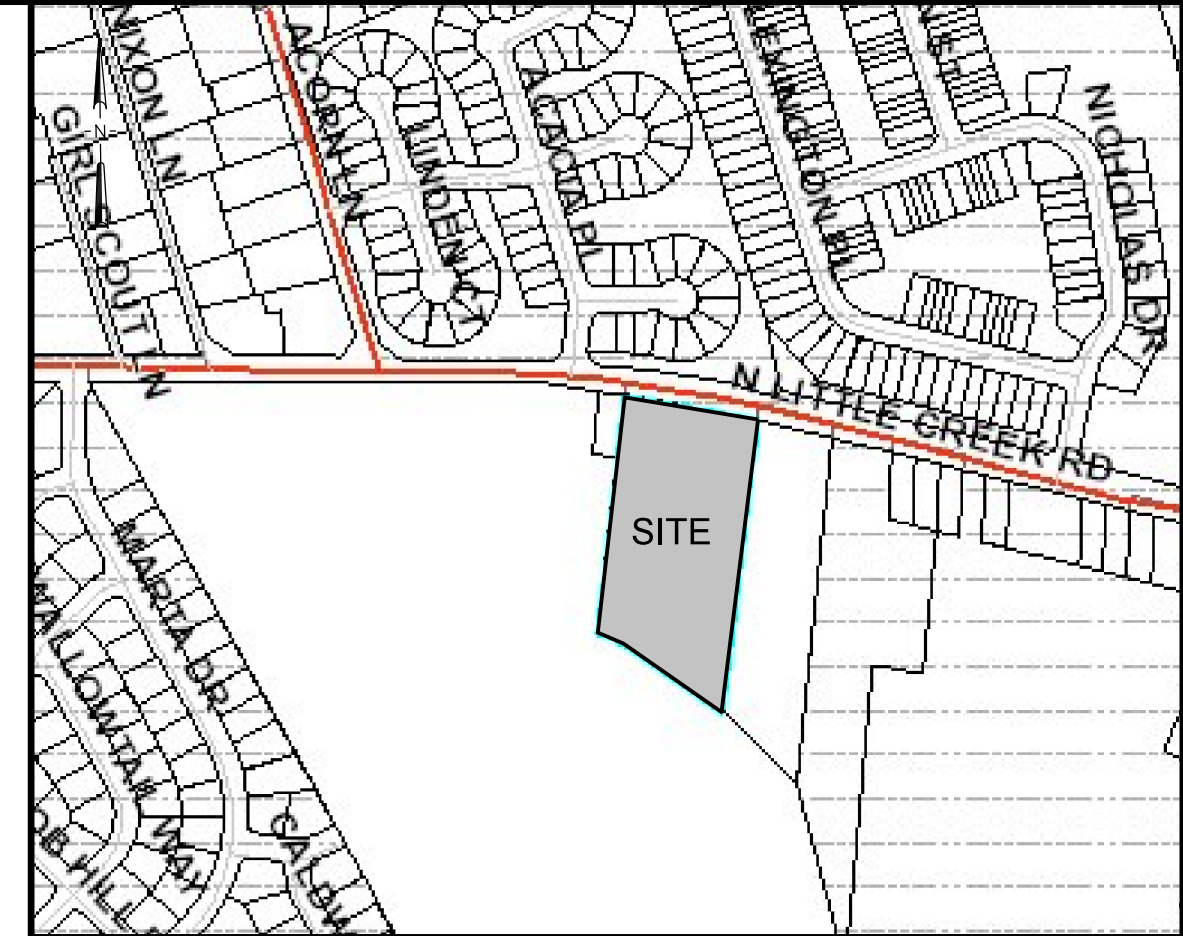
² Dover Code: Appendix B, Article 6, Section 3.10. City of Dover.

https://library.municode.com/de/dover/codes/code_of_ordinances?nodeId=PTIICOR APXBZO ART6OREPAD RLOFA_S3REOREPASP.





LOCATION MAP SCALE: 1" = 1200'



LOCATION MAP SCALE: 1" = 400'

GENERAL NOTES

- EXISTING UTILITIES ARE SHOWN IN ACCORDANCE WITH BEST AVAILABLE INFORMATION AND IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY AND ALLOW FOR THEIR LOCATIONS.
- THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PROTECT ALL EXISTING UTILITIES AND MAINTAIN UNINTERRUPTED SERVICE. ANY AND ALL DAMAGES DONE TO THEM DUE TO HIS NEGLIGENCE SHALL BE IMMEDIATELY AND COMPLETELY REPAIRED AT HIS EXPENSE.
- PLAN LOCATIONS AND DIMENSIONS SHALL BE STRICTLY ADHERED TO UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPLACEMENT OF DAMAGED OR DESTROYED LANDSCAPE.
- NOTIFY MISS UTILITY 48 HOURS PRIOR TO ANY EXCAVATION AT (800) 282-8555.
- THIS DRAWING DOES NOT INCLUDE THE NECESSARY COMPONENTS FOR CONSTRUCTION SAFETY. ALL CONSTRUCTION MUST BE DONE IN COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970 AND ALL RULES AND REGULATIONS THERETO APPURTENANT.
- THE TOPOGRAPHIC AND BOUNDARY INFORMATION SHOWN HEREON REPRESENTS A BOUNDARY AND TOPOGRAPHIC SURVEY PERFORMED BAKHSH SURVEYORS, INC.
- THE KENT CONSERVATION DISTRICT RESERVES THE RIGHT TO ADD, MODIFY, OR DELETE ANY EROSION OR SEDIMENT CONTROL MEASURE, AS IT DEEMS NECESSARY.
- THE KENT CONSERVATION DISTRICT MUST BE NOTIFIED IN WRITING FIVE (5) DAYS PRIOR TO COMMENCING WITH CONSTRUCTION. FAILURE TO DO SO CONSTITUTES A VIOLATION OF THE APPROVED SEDIMENT AND STORMWATER MANAGEMENT PLAN.
- REVIEW AND OR APPROVAL OF THE SEDIMENT AND STORMWATER MANAGEMENT PLAN SHALL NOT RELIEVE THE CONTRACTOR FROM HIS OR HER RESPONSIBILITIES FOR COMPLIANCE WITH THE REQUIREMENTS OF THE SEDIMENT AND STORMWATER REGULATIONS, NOR SHALL IT RELIEVE THE CONTRACTOR FROM ERRORS OR OMISSIONS IN THE APPROVED PLAN.
- THE KENT CONSERVATION DISTRICT RESERVES THE RIGHT TO ENTER PRIVATE PROPERTY FOR PURPOSES OF PERIODIC SITE INSPECTION.
- ALL FIRE LANES, FIRE HYDRANTS, AND FIRE DEPARTMENT CONNECTIONS SHALL BE MARKED IN ACCORDANCE WITH DELAWARE STATE FIRE PREVENTION REGULATIONS, 2012.
- THE PROPOSED BUILDING WILL BE PROTECTED BY AN AUTOMATIC SPRINKLER SYSTEM.
- A KNOX BOX IS REQUIRED FOR THIS PROJECT.
- THIS PROPERTY IS NOT IMPACTED BY WETLANDS REGULATED BY THE STATE OF DELAWARE OR THE U.S. ARMY CORPS OF ENGINEERS.
- THIS PROPERTY IS NOT IMPACTED BY 100 YEAR FLOOD PLAIN BOUNDARY AS DEPICTED ON THE FEMA COMMUNITY PANEL NO. 10001C0186J DATED JULY 7, 2014.
- ALL MATERIALS AND WORKMANSHIP SHALL MEET THE CITY OF DOVER STANDARDS AND SPECIFICATIONS.
- THE SITE CONTRACTOR MUST CONTACT THE PUBLIC WORKS CONSTRUCTION MANAGER AT (302) 736-7028 PRIOR TO THE START OF CONSTRUCTION. ALL TAPS ON WATER MAINS MUST BE PERFORMED BY A CITY OF DOVER APPROVED CONTRACTOR.
- ALL EXISTING UTILITIES SHALL BE ADJUSTED TO FINAL GRADE IN ACCORDANCE WITH CURRENT CITY OF DOVER REQUIREMENTS AND PRACTICES.
- IT IS A CITY OF DOVER REQUIREMENT FOR COMMERCIAL BUSINESSES TO PARTICIPATE IN RECYCLING.

LEGEND

PROPERTY BOUNDARY	—
RIGHT-OF-WAY LINE	- - - -
LOT LINE	—
BUILDING SETBACK LINE	- - - -
EXISTING CONTOUR	- - - - 26
PROPOSED CONTOUR	- - - - (26)
EXISTING STORM DRAIN	=====
PROPOSED STORM DRAIN	=====
EXISTING SANITARY SEWER	- - - - S
PROPOSED SANITARY SEWER	- - - - S
EXISTING WATER LINE	- - - - W
PROPOSED WATER LINE	- - - - W
EXISTING UTILITY POLE	●
EXISTING ROAD SIGN	⊕
EXISTING SPOT ELEVATION	26x27
PROPOSED SPOT ELEVATION	(26x27)

OWNER CERTIFICATION

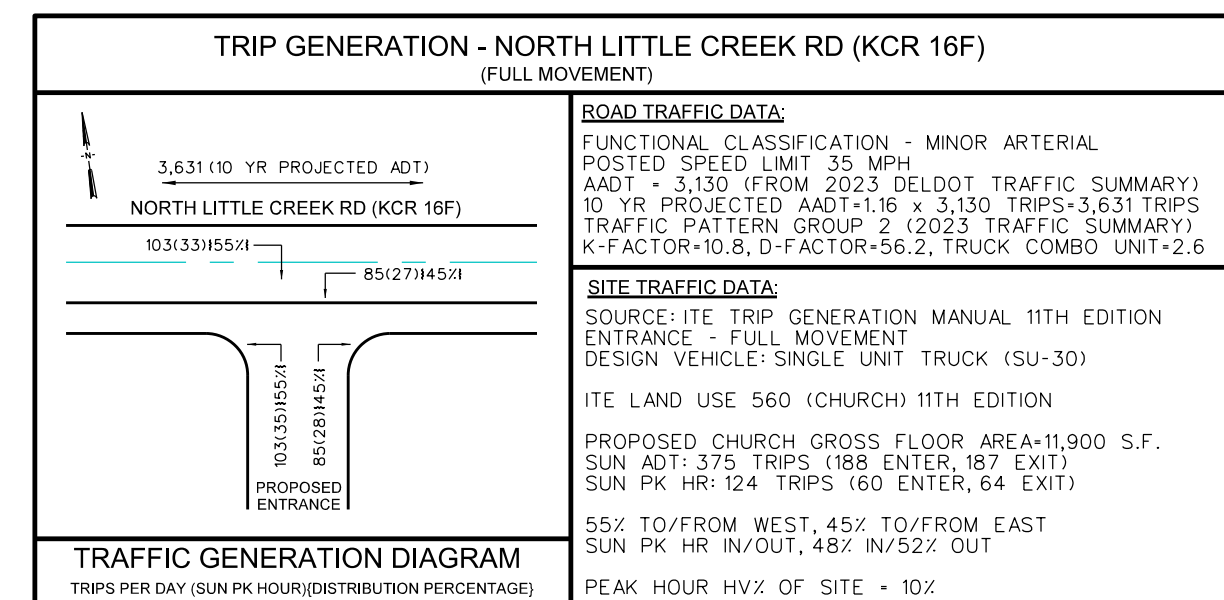
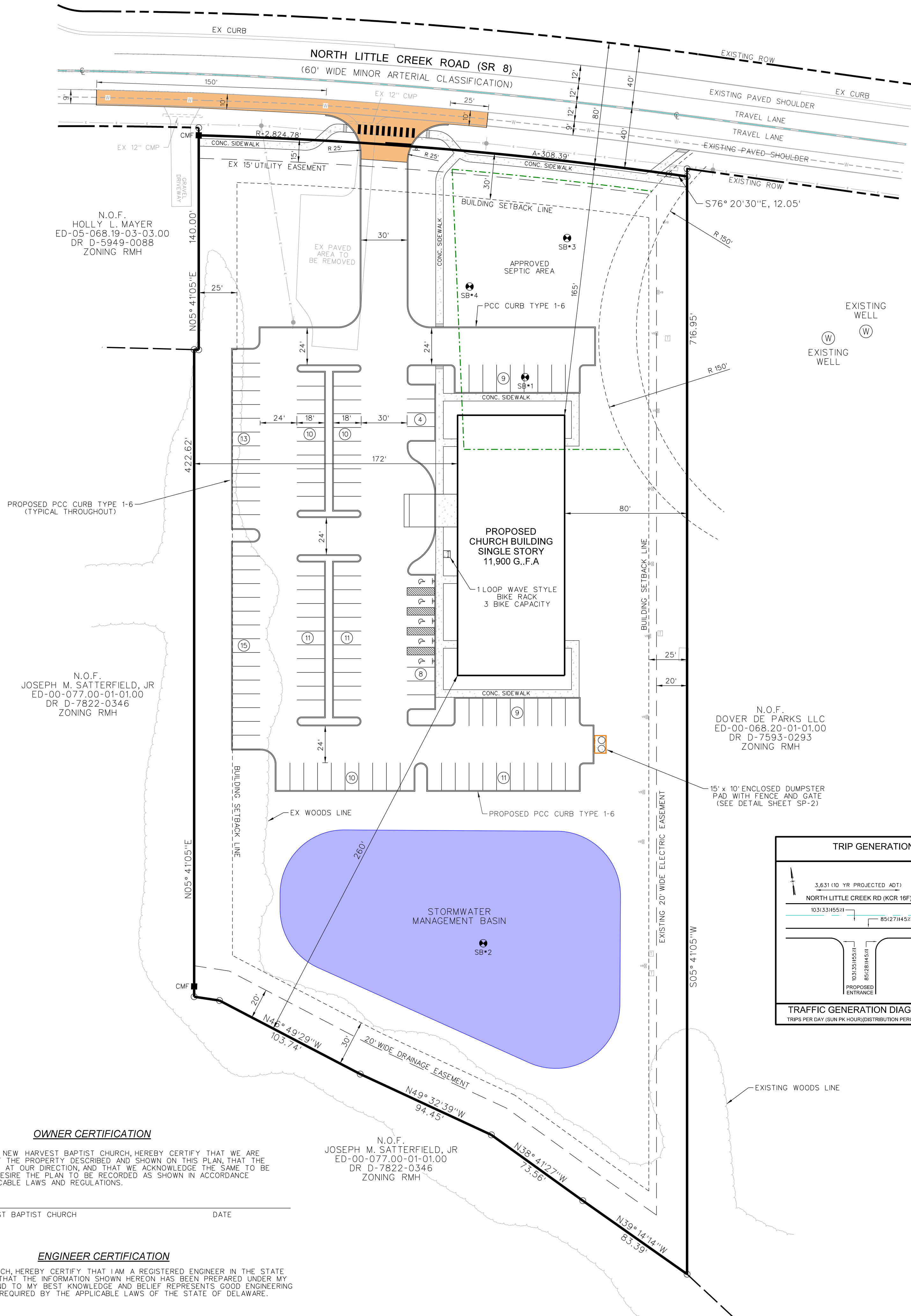
I, JIM CLARK OF NEW HARVEST BAPTIST CHURCH, HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY DESCRIBED AND SHOWN ON THIS PLAN THAT THE PLAN WAS MADE AT OUR DIRECTION, AND THAT WE ACKNOWLEDGE THE SAME TO BE OUR ACT AND DESIRE THE PLAN TO BE RECORDED AS SHOWN IN ACCORDANCE WITH ALL APPLICABLE LAWS AND REGULATIONS.

NEW HARVEST BAPTIST CHURCH DATE

ENGINEER CERTIFICATION

I, KEVIN R. MINNICH, HEREBY CERTIFY THAT I AM A REGISTERED ENGINEER IN THE STATE OF DELAWARE, THAT THE INFORMATION SHOWN HEREON HAS BEEN PREPARED UNDER MY SUPERVISION AND TO MY BEST KNOWLEDGE AND BELIEF REPRESENTS GOOD ENGINEERING PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.

KEVIN R. MINNICH, PE #9027 DATE



DATA COLUMN

TAX PARCEL NO:	ED-05-068, 19-03-02, 00-000
ACREAGE WITHIN BOUNDARIES:	4.6886 AC (203,366 S.F.)
EXISTING ZONING:	RG-2 (GENERAL RESIDENCE)
EXISTING USE:	VACANT
PROPOSED USE:	CHURCH
RG-2 BULK STANDARDS:	REQUIRED PROPOSED
FRONT YARD SETBACK:	30' 160'
SIDE YARD SETBACK:	25' 80'
REAR YARD SETBACK:	30' 260'
MINIMUM LOT WIDTH:	100' 320'
MINIMUM LOT DEPTH:	125' 150'
MINIMUM LOT AREA:	1,700 204,967 SF
NUMBER OF STORIES:	3 1
MAXIMUM BUILDING HEIGHT:	35' 12'
MAXIMUM BUILDING COVERAGE:	20% 5.85%
PROPOSED BUILDING GFA:	11,900 S.F.
NUMBER OF SEATS:	193 SEATS
PARKING REQUIRED:	60 SPACES (11,900 SF) (1 SP/200 SF) = 60 (193 SEATS) (1 SP/4 SEATS) = 49
PARKING PROVIDED:	121 SPACES (5 HANDICAP)
BUILDING CONSTRUCTION TYPE:	TYPE II (000) METAL & MASONRY
PROPOSED BUILDING HEIGHT:	12 FEET (SINGLE STORY)
EXISTING IMPERVIOUS SURFACE:	0.105 ACRE
PROPOSED IMPERVIOUS SURFACE:	0.310 ACRE
VERTICAL DATUM:	NAVD 88
HORIZONTAL DATUM:	NAD 83
PERMANENT MONUMENTS FOUND:	2 (CMF)
PERMANENT MONUMENTS PLACED:	0
WATER SERVICE:	CITY OF DOVER
SEWER SERVICE:	PRIVATE ON-SITE SEPTIC
INVESTMENT LEVEL:	1
OWNER OF RECORD:	NEW HARVEST BAPTIST CHURCH PO BOX 735 DOVER, DE 19903
SITE ADDRESS:	1462 N LITTLE CREEK ROAD DOVER, DE 19901

CONSTRUCTION PLAN SHEET INDEX

SHEET SP-1	CONDITIONAL USE SITE PLAN
SHEET SP-2	CONDITIONAL USE SITE PLAN DETAILS
SHEET UP-1	UTILITY AND GRADING PLAN
SHEET UP-2	UTILITY PLAN DETAILS
SHEET KCD-1	SEDIMENT & STORMWATER COVER SHEET
SHEET KCD-2	SEDIMENT & STORMWATER PLAN
SHEET KCD-3	SEDIMENT & STORMWATER DETAILS
SHEET KCD-4	SEDIMENT & STORMWATER DETAILS
SHEET LS-1	LANDSCAPE PLAN
SHEET LS-2	LANDSCAPE DETAILS



868 Greenwood Road - Greenwood, DE 19950
(302) 697-2239 - (302) 495-7244

REVISIONS:

PROJECT NO: 19-068 DGN FILE: 19-068

CONDITIONAL USE SITE PLAN

NEW HARVEST BAPTIST CHURCH

SITUATE IN: CITY OF DOVER - KENT COUNTY, DELAWARE

0 20 40 80

DATE: 01/03/25 SCALE: 1" = 40' SHT: SP-1

ACCESSIBLE PARKING SIGN & POLE DETAIL
NOT TO SCALE

ACCESSIBLE PARKING SIGN DETAIL
NOT TO SCALE

DUMPSTER ENCLOSURE WITH GATE DETAIL

ACCESSIBLE PARKING SIGN & POLE DETAIL
NOT TO SCALE

ACCESSIBLE PARKING SIGN DETAIL
NOT TO SCALE

PCC CURB TYPE 1-6
NOT TO SCALE

PARKING PAVING SECTION
NOT TO SCALE

STREETS NOTES

1. STANDARD CITY OF DOVER SIDEWALK, AS PER CHAPTER 98, ARTICLE IV OF THE DOVER CODE OF ORDINANCES, SHALL BE REQUIRED TO BE INSTALLED ALONG THE ENTIRE PUBLIC STREET FRONTAGE OF A PROPERTY. WHERE FRONTAGE SIDEWALK EXISTS BUT DOES NOT MEET THE STANDARDS OF CHAPTER 98, ARTICLE IV, THE SIDEWALK SHALL BE RE-LAND TO MEET THE STANDARDS. SIDEWALK SHALL INCLUDE BARRIER-FREE ACCESS RAMPING AT POINTS OF INTERSECTION WITH STREET CROSSINGS AND AT OTHER LOCATIONS SO AS TO AFFORD REASONABLE BARRIER-FREE PEDESTRIAN MOVEMENT AND SITE ACCESS.
2. IN ACCORDANCE TO APPENDIX A, ARTICLE VI, SECTION B.3, ALL SIDEWALKS SHALL ASCEND FROM THE CURBSTONE TO THE BUILDING LINE AT THE RATIO OF ONE-QUARTER OF AN INCH TO THE FOOT. NOTHING IN THIS SECTION SHALL BE CONSTRUED TO AFFECT ANY PAVEMENT PREVIOUSLY LAID BY ORDER OF THE CITY COUNCIL, UNTIL IT IS TAKEN UP AND RELAID.

WATER NOTES

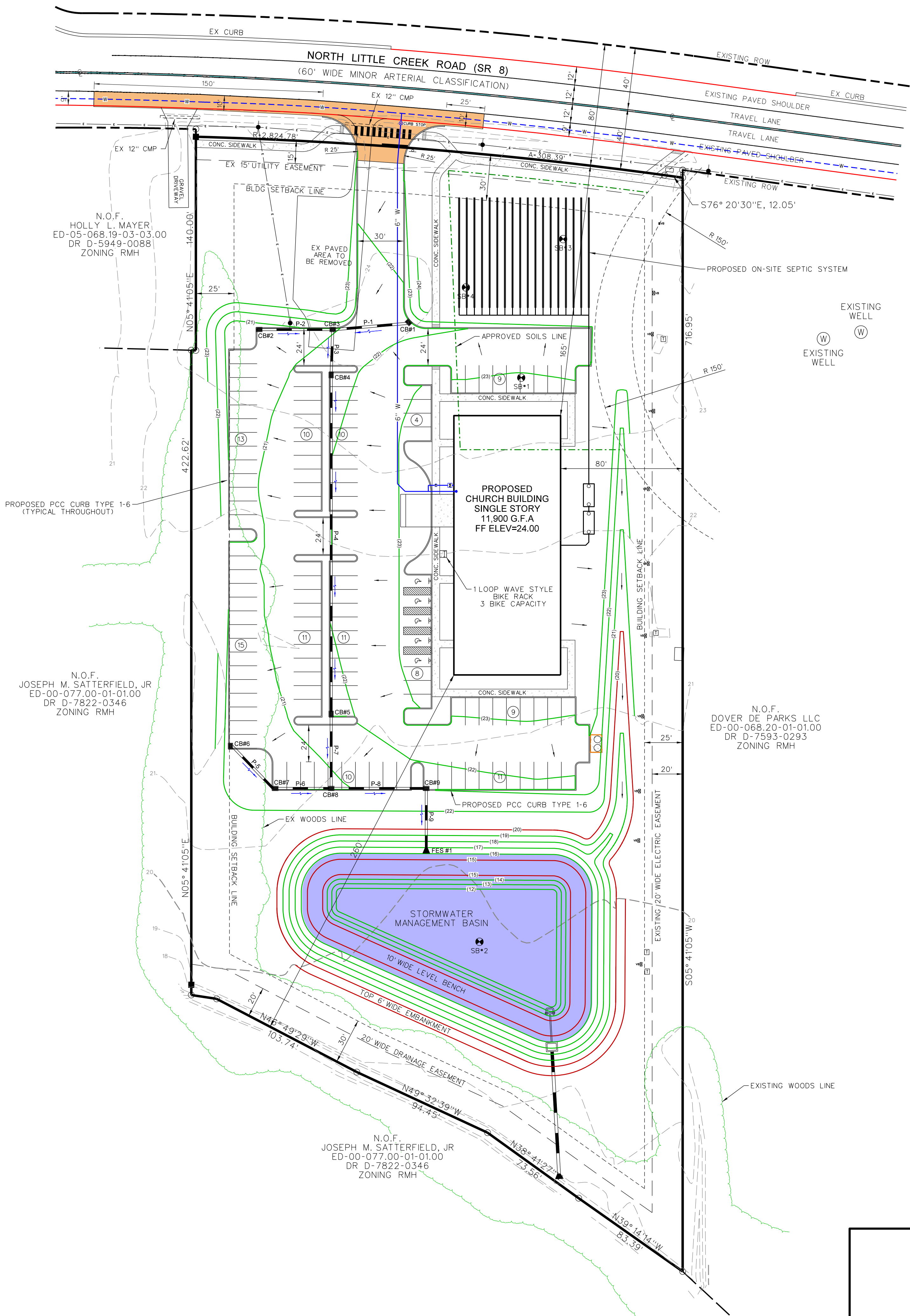
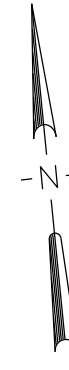
1. ALL EXISTING UTILITIES SHALL BE ADJUSTED TO FINAL GRADE IN ACCORDANCE WITH THE CURRENT CITY OF DOVER REQUIREMENTS AND PRACTICES.
2. ALL WATER UTILITY COMPONENTS MUST MEET THE REQUIREMENTS OF THE WATER WASTEWATER HANDBOOK, EFFECTIVE MARCH 22, 2010.
3. HYDRANT CONNECTIONS BY THE CONTRACTOR ARE PROHIBITED. THIS METHOD MAY NOT BE UTILIZED DURING ANY PHASE OF THE PROJECT.
4. ANY EXISTING WATER LINES NOT TO BE UTILIZED BY THE PROPOSED FACILITY MUST BE PROPERLY ABANDONED AT THE MAINS IN ACCORDANCE WITH THE CITY OF DOVER DEPARTMENT OF WATER & WASTEWATER SPECIFICATIONS AND REQUIREMENTS.
5. THE SITE CONTRACTOR SHALL CONTACT THE CITY OF DOVER DEPARTMENT OF WATER & WASTEWATER CONSTRUCTION MANAGER AT (302) 736- 7025 PRIOR TO THE START OF CONSTRUCTION. A REPRESENTATIVE FROM THE CITY OF DOVER DEPARTMENT OF WATER & WASTEWATER MUST OBSERVE AND APPROVE ALL CITY OWNED WATER AND SANITARY SEWER INTERCONNECTIONS AND TESTING. ALL WATER TAPS MUST BE PERFORMED BY A CITY OF DOVER APPROVED CONTRACTOR. THE PROPOSED LOCATION FOR THE WATER CONNECTION MAY NEED TO BE ADJUSTED IN THE FIELD DUE TO CONDITIONS OF THE EXISTING MAIN. POSSIBLE CONDITIONS THAT MAY REQUIRE TAPPING RELOCATION INCLUDE PROXIMITY TO PIPE JOINTS, OTHER TAPS, CONCRETE ENCASEMENTS, CONFLICT WITH OTHER UTILITIES, AND THE LIKE. TEST HOLES MUST BE PERFORMED BY THE CONTRACTOR TO DETERMINE THE BEST TAPPING LOCATION. THE CITY OF DOVER WILL NOT BE HELD RESPONSIBLE FOR FIELD CONDITIONS REQUIRING ADJUSTMENT OF THE TAPPING LOCATION OR FOR ANY WORK REQUIRED BY THE CONTRACTOR TO MAKE AN APPROPRIATE AND LAWFUL CONNECTION.
6. A NEW 5/8" x 3/4" MUELLER 420 SERIES WATER METER SHALL BE INSTALLED FOR THIS BUILDING. THE METER MUST BE PURCHASED THROUGH THE CITY OF DOVER. PLEASE CONTACT OUR OFFICE A MINIMUM OF SIX (6) WEEKS PRIOR TO REQUIRING THE METER. A DUAL CHECK VALVE MUST BE INSTALLED DOWNSTREAM OF THE METER. A WATER METER BYPASS LINE IS NOT PERMITTED FOR THIS TYPE OF BUILDING APPLICATION.
7. ONCE THE TENANT IS DETERMINED, THE BACKFLOW PREVENTION ASSEMBLY THAT WILL BE REQUIRED WILL BE DETERMINED.

WASTEWATER NOTES

1. ALL WASTEWATER UTILITY COMPONENTS MUST MEET THE REQUIREMENTS OF THE WATER WASTEWATER HANDBOOK, EFFECTIVE MARCH 22, 2010.
2. ANY EXISTING SANITARY SEWER LINES NOT TO BE UTILIZED BY THE PROPOSED FACILITY MUST BE PROPERLY ABANDONED AT THE MAINS IN ACCORDANCE WITH THE CITY OF DOVER DEPARTMENT OF WATER AND WASTEWATER SPECIFICATIONS AND REQUIREMENTS.
3. PART II, CHAPTER 180, ARTICLE III, SECTION 180-10 OF THE CODE OF KENT COUNTY REQUIRES THAT "NO PERSON SHALL DISCHARGE OR CAUSE TO BE DISCHARGED ANY STORMWATER, SURFACE WATER, UNCONTAMINATED GROUNDWATER, ROOF RUNOFF, SUBSURFACE DRAINAGE, UNCONTAMINATED NONCONTACT COOLING WATER, OR UNPOLLUTED INDUSTRIAL PROCESS WATERS TO ANY SANITARY SEWER". THIS SHALL INCLUDE CONDENSATE, SEC. 110-231 OF THE CITY OF DOVER CODE DEFINES STORM SEWER AS ". ANY SYSTEM USED FOR CONVEYING RAIN WATER, SURFACE WATER, CONDENSATE, COOLING WATER OR SIMILAR LIQUID WASTES, EXCLUSIVE OF SEWAGE." THE CONTRACTOR, DEVELOPER, OWNER AND DESIGNERS SHALL ENSURE DURING CONSTRUCTION THAT NO ILLEGAL DISCHARGES TO THE SANITARY SEWER SYSTEM ARE CREATED WITH THE SITE IMPROVEMENTS.

LEGEND

PROPERTY BOUNDARY	=====
RIGHT-OF-WAY LINE	=====
LOT LINE	=====
BUILDING SETBACK LINE	-----
EXISTING CONTOUR	---(26)---
PROPOSED CONTOUR	---(26)---
EXISTING STORM DRAIN	=====
PROPOSED STORM DRAIN	=====
EXISTING SANITARY SEWER	-----S-----
PROPOSED SANITARY SEWER	-----S-----
EXISTING WATER LINE	-----W-----
PROPOSED WATER LINE	-----W-----
EXISTING UTILITY POLE	●
EXISTING ROAD SIGN	⊕
EXISTING SPOT ELEVATION	26x27
PROPOSED SPOT ELEVATION	(26x27)



LOCATION MAP SCALE: 1" = 400'

DATA COLUMN

TAX PARCEL NO:	ED-05-068.19-03-02.00-000																				
ACREAGE WITHIN BOUNDARIES:	4.6686 AC (203,366 S.F.)																				
EXISTING ZONING:	RG-2 (GENERAL RESIDENCE)																				
EXISTING USE:	VACANT																				
PROPOSED USE:	CHURCH																				
RG-2 BULK STANDARDS:	<table><tr><th>REQUIRED</th><th>PROPOSED</th></tr><tr><td>FRONT YARD SETBACK:</td><td>30' 160'</td></tr><tr><td>SIDE YARD SETBACK:</td><td>25' 80'</td></tr><tr><td>REAR YARD SETBACK:</td><td>30' 260'</td></tr><tr><td>MINIMUM LOT WIDTH:</td><td>100' 320'</td></tr><tr><td>MINIMUM LOT DEPTH:</td><td>125' 150'</td></tr><tr><td>MINIMUM LOT AREA:</td><td>1,700 204,967 SF</td></tr><tr><td>NUMBER OF STORIES:</td><td>3 1</td></tr><tr><td>MAXIMUM BUILDING HEIGHT:</td><td>35' 12'</td></tr><tr><td>MAXIMUM BUILDING COVERAGE:</td><td>20% 5.85%</td></tr></table>	REQUIRED	PROPOSED	FRONT YARD SETBACK:	30' 160'	SIDE YARD SETBACK:	25' 80'	REAR YARD SETBACK:	30' 260'	MINIMUM LOT WIDTH:	100' 320'	MINIMUM LOT DEPTH:	125' 150'	MINIMUM LOT AREA:	1,700 204,967 SF	NUMBER OF STORIES:	3 1	MAXIMUM BUILDING HEIGHT:	35' 12'	MAXIMUM BUILDING COVERAGE:	20% 5.85%
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REVISIONS:

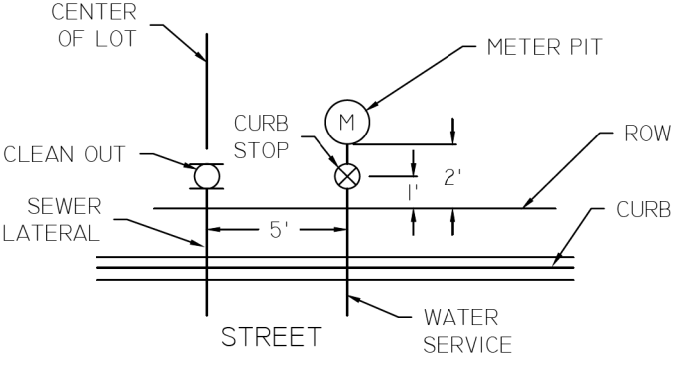
PROJECT NO: 19-068	DGN FILE: 19-068

UTILITY AND GRADING PLAN
NEW HARVEST
BAPTIST CHURCH

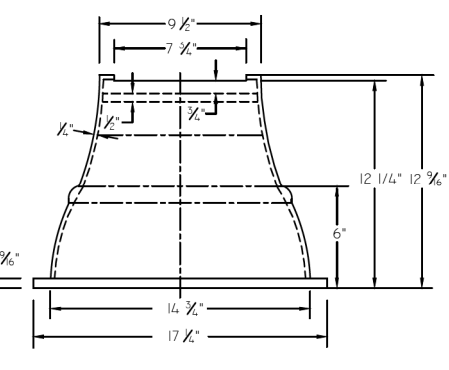
SITUATE IN: CITY OF DOVER - KENT COUNTY, DELAWARE

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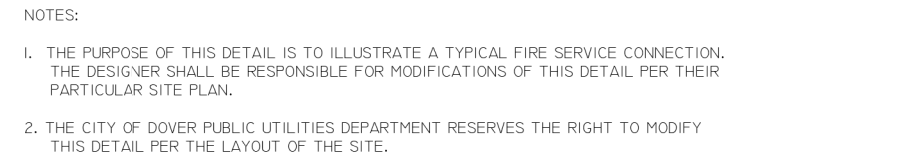
DATE: 01/03/25 SCALE: 1" = 40' SHT: UP-1



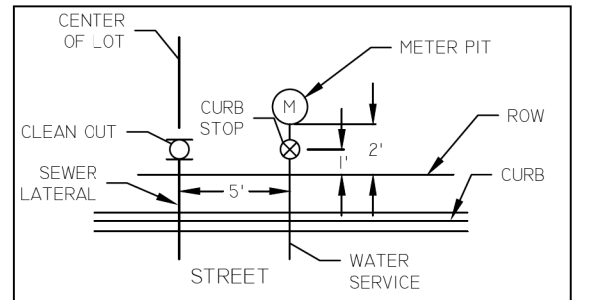
RESIDENTIAL WATER SERVICE & METER PIT INSTALLATION	
DEPARTMENT OF PUBLIC UTILITIES	
DRAWN: JAL	DATE: 12-09-03
CKD: RJH/REM	SCALE: NONE
APRVD: SJD	SCALE, NO: W-1



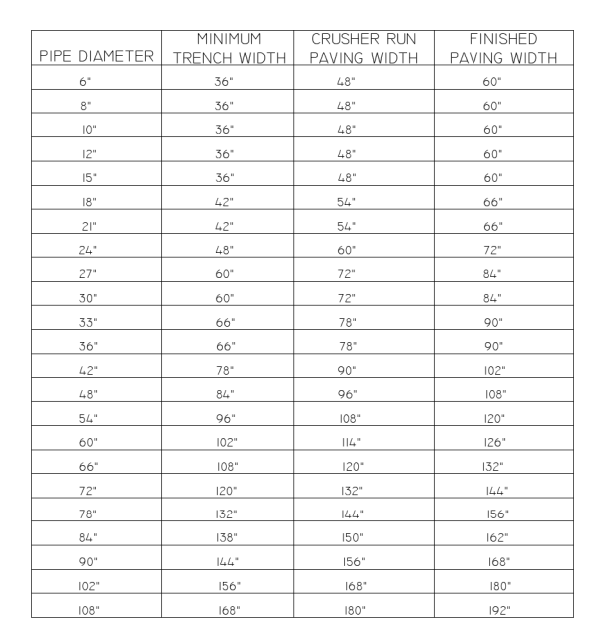
#6 BASE
(STANDARD)



	SANITARY SEWER CLEANOUT DETAIL	
	DEPARTMENT OF PUBLIC UTILITIES	
	DRAWN: JAL CKD: RFM/RJH APRVD: SJD	DATE: 12.01.08 SCALE: NTS DWG NO: WW-9

[illegible]

	SANITARY SEWER CLEANOUT DETAIL	
	DEPARTMENT OF PUBLIC UTILITIES	
	DRAWN: JAL CKD: RFM/RJH APRVD: SJD	DATE: 12.01.08 SCALE: NTS DWG NO: WW-9



ORIGINAL DETAIL PROVIDED BY
KENT COUNTY DEPARTMENT OF
PUBLIC WORKS

City of  Dover	TRENCH PAVEMENT WIDTH	
	DEPARTMENT OF PUBLIC UTILITIES	
	DRAWN: JAL	DATE: 05.03.09
	CKD: RCH/RJH	SCALE: NTS
	APRD: SJD	DWG. NO: WW-15

SEQUENCE OF CONSTRUCTION

- OBTAIN ALL REQUIRED PERMITS FROM THE APPROPRIATE AGENCIES.
- NOTIFY THE KENT CONSERVATION DISTRICT FIVE (5) DAYS PRIOR TO THE START OF CONSTRUCTION. FAILURE TO DO SO CONSTITUTES A VIOLATION OF THE APPROVED SEDIMENT AND STORMWATER MANAGEMENT PLAN.
- PRIOR TO ANY CLEARING, INSTALLATION OF SEDIMENT CONTROL MEASURES OR GRADING, A PRE-CONSTRUCTION MEETING MUST BE SCHEDULED AND CONDUCTED WITH THE AGENCY CONSTRUCTION SITE REVIEWER, THE LAND OWNER/DEVELOPER, CONTRACTOR, AND CERTIFIED CONSTRUCTION REVIEWER ARE REQUIRED TO ATTEND THE PRE-CONSTRUCTION MEETING.
- INSTALL SILT FENCING IN LOCATIONS SHOWN ON THE APPROVED PLAN.
- INSTALL INLET PROTECTION ON EXISTING STORM SEWER INLETS IF NECESSARY.
- CONTACT THE KENT CONSERVATION DISTRICT INSPECTOR FOR A PERIMETER INSPECTION PRIOR TO PROCEEDING TO THE NEXT STEP IN THE SEQUENCE OF CONSTRUCTION.
- ALL PERIMETER CONTROLS ARE TO BE REVIEWED BY THE KENT CONSERVATION DISTRICT SITE INSPECTOR AND APPROVED PRIOR TO PROCEEDING WITH FURTHER SITE DISTURBANCE OR CONSTRUCTION.
- NOTIFY THE KENT CONSERVATION DISTRICT SITE INSPECTOR AND CCR A MINIMUM OF THREE (3) DAYS PRIOR TO THE START OF THE STORMWATER SYSTEM CONSTRUCTION. STORMWATER FACILITIES MUST BE REVIEWED THROUGHOUT THEIR CONSTRUCTION.
- STORMWATER MANAGEMENT BASIN CONSTRUCTION SEQUENCE (REFER TO POND CODE 378 SPECIFICATIONS):
 - CLEAR AND GRUB AREA FOR STORMWATER BASIN. PLACE EXCAVATED MATERIAL IN APPROVED TEMPORARY SOIL STOCKPILE LOCATION.
 - CONSTRUCT STORMWATER BASIN POND EMBANKMENT.
 - POND FILL EMBANKMENT SHALL BE CONSTRUCTED WITH POND STRUCTURAL FILL PLACED IN 8" LOOSE LIFTS AND COMPACTED TO 95 PERCENT OF THE MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D-698 (AASHTO T-99).
 - THE CONTRACTOR SHOULD BE PREPARED TO STABILIZE AND DEWATER POND EXCAVATIONS. IN ADDITION TO PUMPING FOR PUMPS, WELL POINTS WILL BE REQUIRED TO FACILITATE DEWATERING.
 - LAYOUT POND SLOPES, BENCHES AND OUTFALL STRUCTURE WITH OUTFALL CHANNEL. THE KENT CONSERVATION DISTRICT INSPECTOR MUST BE NOTIFIED AND BE ON SITE FOR INSPECTION DURING INSTALLATION OF THE OUTFALL STRUCTURE.
 - EXCAVATE POND TO DESIGN ELEVATIONS. EXCAVATE POND TO ELEVATION REQUIRED TO INSTALL CLAY LINER (ELEV. Z1.00). STORE EXCAVATED MATERIAL AT THE APPROVED TEMPORARY SOIL STOCKPILE LOCATION.
 - FINAL GRADE AND STABILIZE SLOPES AS EXCAVATION CONTINUES.
 - INSTALL FOREBAYS WITH CHAIN LINK GABIONS.
 - INSTALL INLET PIPES WITH RIPRAP APRONS.
 - FINAL GRADE BENCHES AND BOTTOM AND COMPLETE FINAL STABILIZATION.
 - INSTALL TEMPORARY FLOATING SKIMMER DE-WATERING DEVICE FOR SEDIMENT CONTROL DURING CONSTRUCTION.
- STRIP TOPSOIL IN ENTRANCE AND PARKING LOT AREAS AND STOCKPILE IN APPROVED STOCKPILE LOCATIONS SHOWN PER PLANS. TEMPORARY STOCKPILE AREAS TO BE STABILIZED WITH SEED AND MULCH AND SURROUNDED WITH SILT FENCING IN ACCORDANCE WITH THE TEMPORARY STABILIZATION NOTES.
- INSTALL UNDERGROUND UTILITIES INCLUDING ELECTRIC, TELEPHONE, CABLE, WATER, SEWER, AND STORM DRAINAGE. INSTALL INLET PROTECTION AROUND ALL CATCH BASINS.
- INSTALL CURB, FINAL GRADE PARKING AREA, AND INSTALL CRUSHER RUN AS SPECIFIED IN THE CONSTRUCTION DRAWINGS.
- FINE GRADE DISTURBED AREA. STABILIZE WITH SEED AND STRAW MULCH.
- PAVE ENTRANCE AND PARKING AREA TO LIMITS SHOWN.
- FINE GRADE DISTURBED AREA AND PROVIDE FINAL STABILIZATION WITH SEED AND MULCH ON DISTURBED AREAS.
- CONVERT TEMPORARY SEDIMENT TRAP TO PERMANENT STORMWATER MANAGEMENT BASIN FOLLOWING AUTHORIZATION OF A SUSSEX CONSERVATION DISTRICT INSPECTOR.
 - PROPERLY DE-WATER SEDIMENT BASIN IN AN APPROVED MANNER.
 - REMOVE ACCUMULATED SEDIMENT AND RESTORE BASIN TO DESIGN GRADE.
 - REMOVE VERTICAL DE-WATERING DEVICE AND INSTALL AGRI-DRAIN BAR GUARD AS PERMANENT TRASH GUARD FOR THE LOW FLOW ORIFICE.
- AS-BUILT SURVEY OF ALL PERMANENT STORMWATER MANAGEMENT FACILITIES ARE TO BE PERFORMED AND SUBMITTED FOR REVIEW BY THE KENT CONSERVATION DISTRICT PRIOR TO PROJECT CLOSE OUT.
- EROSION AND SEDIMENT CONTROL DEVICES SHOULD BE REMOVED ONLY AFTER WORK IN AN AREA HAS BEEN COMPLETED AND STABILIZED, WITH THE KENT CONSERVATION DISTRICT SITE INSPECTORS' APPROVAL.
- FOLLOWING AUTHORIZATION FROM THE AGENCY CONSTRUCTION SITE REVIEWER, REMOVE ALL TEMPORARY SEDIMENT AND EROSION CONTROL MEASURES, SEED AND MULCH ALL DISTURBED AREAS.
- THE TERMINATION OF THE CONSTRUCTION GENERAL PERMIT WILL REQUIRE SUBMISSION AND ACCEPTANCE OF THE POST CONSTRUCTION VERIFICATION DOCUMENTS, INCLUDING FINAL STABILIZATION THROUGHOUT THE SITE. ALL ELEMENTS OF THE SEDIMENT AND STORMWATER MANAGEMENT PLAN IMPLEMENTED, AND ACCEPTANCE OF THE FINAL OPERATION AND MAINTENANCE PLAN.
- THE CONTRACTOR SHALL, AT ALL TIMES, PROTECT AGAINST SEDIMENT OR DEBRIS LADEN RUNOFF OR WIND FROM LEAVING THE SITE. PERIMETER CONTROLS SHOULD BE CHECKED DAILY AND ADJUSTED AND/OR REPAIRED TO FULLY CONTAIN AND CONTROL SEDIMENTATION ON THE SITE. ACCUMULATED SEDIMENT SHALL BE REMOVED WHEN IT HAS REACHED HALF OF THE EFFECTIVE CAPACITY OF THE CONTROL. IN ADDITION, THE CONTRACTOR MAY NEED TO ADJUST OR REPAIR MEASURES IN TIMES OF ADVERSE WEATHER CONDITIONS, OR AS DIRECTED BY THE AGENCY CONSTRUCTION SITE REVIEWER.

SEDIMENT AND STORMWATER CONSTRUCTION NOTES

- THE KENT CONSERVATION DISTRICT MUST BE NOTIFIED IN WRITING FIVE (5) DAYS PRIOR TO COMMENCING WITH CONSTRUCTION TO SCHEDULE A PRE-CONSTRUCTION MEETING. FAILURE TO DO SO CONSTITUTES A VIOLATION OF THE APPROVED SEDIMENT AND STORMWATER MANAGEMENT PLAN.
- REVIEW AND APPROVAL OF THE SEDIMENT AND STORMWATER MANAGEMENT PLAN SHALL NOT RELIEVE THE CONTRACTOR FROM HIS OR HER RESPONSIBILITIES FOR COMPLIANCE WITH THE REQUIREMENTS OF THE SEDIMENT AND STORMWATER REGULATIONS, NOR SHALL IT RELIEVE THE CONTRACTOR FROM ERRORS OR OMISSIONS IN THE APPROVED PLAN.
- IF THE APPROVED PLAN NEEDS TO BE MODIFIED, ADDITIONAL SEDIMENT AND STORMWATER CONTROL MEASURES MAY BE REQUIRED AS DEEMED NECESSARY BY THE KENT CONSERVATION DISTRICT.
- FOLLOWING SOIL DISTURBANCE OR REDISTURBANCE, PERMANENT OR TEMPORARY STABILIZATION SHALL BE COMPLETED WITHIN 14 CALENDAR DAYS AS TO THE SURFACE OF ALL PERIMETER SEDIMENT CONTROLS, TOPSOIL STOCKPILES, AND ALL OTHER DISTURBED OR GRADED AREAS ON THE PROPOSED SITE.
- ALL EROSION AND SEDIMENT CONTROL PRACTICES SHALL COMPLY WITH THE DELAWARE EROSION AND SEDIMENT CONTROL HANDBOOK, LATEST EDITION.
- WHENEVER A DEWATERING OPERATION IS USED, IT SHALL BE PREVIOUSLY APPROVED BY THE AGENCY CONSTRUCTION SITE REVIEWER FOR A NON-EROSIVE POINT OF DISCHARGE, AND A DEWATERING PERMIT SHALL BE APPROVED BY THE DNREC WELL PERMITTING BRANCH.
- APPROVED PLANS REMAIN VALID FOR 5 YEARS FROM THE DATE OF APPROVAL.
- POST CONSTRUCTION VERIFICATION DOCUMENTS ARE TO BE SUBMITTED TO THE KENT CONSERVATION DISTRICT WITHIN 60 DAYS OF STORMWATER MANAGEMENT FACILITY COMPLETION.
- APPROVAL OF A SEDIMENT AND STORM WATER PLAN DOES NOT GRANT OR IMPLY A RIGHT TO DISCHARGE STORMWATER RUNOFF. THE OWNER/DEVELOPER IS RESPONSIBLE FOR ACQUIRING ANY AND ALL AGREEMENTS, EASEMENTS, ETC., NECESSARY TO COMPLY WITH STATE DRAINAGE AND OTHER APPLICABLE LAWS.
- THE NOTICE OF INTENT FOR STORM WATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITY UNDER NPDES GENERAL PERMIT FOR THIS PROJECT IS # 6780. AT ANY TIME, THE OWNERSHIP FOR THIS PROJECT CHANGES, TRANSFER OF AUTHORIZATION OR A CO-PERMITTEE APPLICATION MUST BE SUBMITTED TO DNREC. THE PERMITTEE OF RECORD SHALL NOT BE RELIEVED OF THEIR RESPONSIBILITIES UNTIL A NOTICE OF TERMINATION HAS BEEN PROCESSED BY DNREC.
- THE OWNER SHALL BE FAMILIAR WITH AND COMPLY WITH ALL ASPECTS OF THE NPDES CONSTRUCTION GENERAL PERMIT.
- BEFORE ANY EARTHWORK OR EXCAVATION TAKES PLACE, THE CONTRACTOR SHALL CALL MISS UTILITY AT 811 OR 1-800-282-8555 AT LEAST 48 HOURS PRIOR TO CONSTRUCTION, TO HAVE ALL EXISTING UTILITIES MARKED ONSITE.
- THE CONTRACTOR SHALL AT ALL TIMES PROTECT AGAINST SEDIMENT OR DEBRIS LADEN RUNOFF OR WIND FROM LEAVING THE SITE. PERIMETER CONTROLS SHALL BE CHECKED DAILY AND ADJUSTED AND/OR REPAIRED TO FULLY CONTAIN AND CONTROL SEDIMENT FROM LEAVING THE SITE. ACCUMULATED SEDIMENT SHALL BE REMOVED WHEN IT HAS REACHED HALF OF THE EFFECTIVE CAPACITY OF THE CONTROL. IN ADDITION, THE CONTRACTOR MAY NEED TO ADJUST OR ALTER MEASURES IN TIMES OF ADVERSE WEATHER CONDITIONS, OR AS DIRECTED BY THE AGENCY CONSTRUCTION SITE REVIEWER.
- BEST AVAILABLE TECHNOLOGY (BAT) SHALL BE EMPLOYED TO MANAGE TURBID DISCHARGES IN ACCORDANCE WITH THE REQUIREMENTS OF 7 DEL.C. CH 60 AND THE CURRENT DELAWARE CONSTRUCTION GENERAL PERMIT (CGP).
- DOCUMENTATION OF SOIL TESTING AND MATERIALS USED FOR TEMPORARY OR PERMANENT STABILIZATION INCLUDING BUT NOT LIMITED TO SOIL TEST RESULTS, SEED TAGS, SOIL AMENDMENT TAGS, ETC. SHALL BE PROVIDED TO THE DEPARTMENT OR DELEGATED AGENCY TO VERIFY THAT THE PERMANENT OR TEMPORARY STABILIZATION HAS BEEN COMPLETED IN ACCORDANCE WITH THE APPROVED PLAN.
- A THIRD PARTY CCR IS REQUIRED FOR THIS PROJECT.
- THE DEPARTMENT OR DELEGATED AGENCY MAY REQUIRE ADDITIONAL SOIL TESTING AND REAPPLICATION OF PERMANENT OR TEMPORARY STABILIZATION IN ACCORDANCE WITH THE SPECIFICATIONS IN THE DELAWARE EROSION AND SEDIMENT CONTROL HANDBOOK, OR ALTERNATIVE MEASURES THAT PROVIDE FUNCTIONAL EQUIVALENCY.

PROPERTY BOUNDARY	
RIGHT-OF-WAY LINE	
STREET CENTERLINE	
LOT LINE	
BUILDING SETBACK LINE	
STREAM BUFFER LINE	
WETLANDS LINE	
WOODS LINE	
LOT NUMBER	
EXISTING CONTOUR	
PROPOSED CONTOUR	
EXISTING STORM DRAIN	
PROPOSED STORM DRAIN	
EXISTING SANITARY SEWER	
EXISTING WATER LINE	
PROPOSED SANITARY SEWER	
PROPOSED WATER LINE	
EXISTING UTILITY POLE	
EXISTING ROAD SIGN	
EXISTING SPOT ELEVATION	
PROPOSED SPOT ELEVATION	
SILT FENCE	
SUPER SILT FENCE	
SOIL DELINEATION LINE	
LIMIT OF DISTURBANCE LINE	
INLET PROTECTION TYPE 2	
COMPOST FILTER LOG	

LEGEND

SHEET INDEX

SHEET KCD-1	SEDIMENT & STORMWATER COVER SHEET
SHEET KCD-2	SEDIMENT & STORMWATER MANAGEMENT PLAN
SHEET KCD-3	SEDIMENT AND STORMWATER DETAILS
SHEET KCD-4	SEDIMENT AND STORMWATER DETAILS

ENGINEER'S CERTIFICATION:

I HEREBY CERTIFY THAT THIS PLAN HAS BEEN PREPARED UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE COMPLIES WITH THE APPLICABLE STATE AND LOCAL REGULATIONS AND ORDINANCES.

KEVIN R. MINNICH, PROFESSIONAL ENGINEER MINNICH ENGINEERING & LAND PLANNING INC. 868 GREENWOOD ROAD GREENWOOD, DE 19950 (302) 697-2239 VOICE krminnich@comcast.net	DATE
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OWNER'S CERTIFICATION:

I, THE UNDERSIGNED, CERTIFY THAT ALL LAND CLEARING, CONSTRUCTION AND DEVELOPMENT SHALL BE DONE PURSUANT TO THE APPROVED PLAN AND THAT RESPONSIBLE PERSONNEL (I.E., BLUE CARD HOLDER) INVOLVED IN THE LAND DISTURBANCE WILL HAVE A CERTIFICATION OF TRAINING PRIOR TO INITIATION OF THE PROJECT, AT A DNREC SPONSORED OR APPROVED TRAINING COURSE FOR THE CONTROL OF EROSION AND SEDIMENT DURING CONSTRUCTION. IN ADDITION, I GRANT THE DNREC SEDIMENT AND STORMWATER PROGRAM AND/OR THE RELEVANT DELEGATED AGENCY THE RIGHT TO CONDUCT ON-SITE REVIEWS, AND I UNDERSTAND MY RESPONSIBILITIES UNDER THE NPDES CONSTRUCTION GENERAL PERMIT, AS REFERENCED ON THIS COVER SHEET.

NEW HARVEST BAPTIST CHURCH 1462 N LITTLE CREEK ROAD DOVER, DE 19901 MR JIM CLARK (302) 724-0028 vjcappraisal@gmail.com

KENT CONSERVATION DISTRICT APPROVAL

Minnich
Engineering & Land Planning
Designing Quality Not Quantity

868 Greenwood Road - Greenwood, DE 19950
(302) 697-2239 - (302) 495-7244

REVISIONS:

PROJECT NO: 19-068 | DGN FILE: 19-068

COVER SHEET

NEW HARVEST
BAPTIST CHURCH

SITUATE IN: CITY OF DOVER - KENT COUNTY, DELAWARE

DATE: 01/03/25	NOT TO SCALE	SHT: KCD-1
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New Harvest Baptist Church

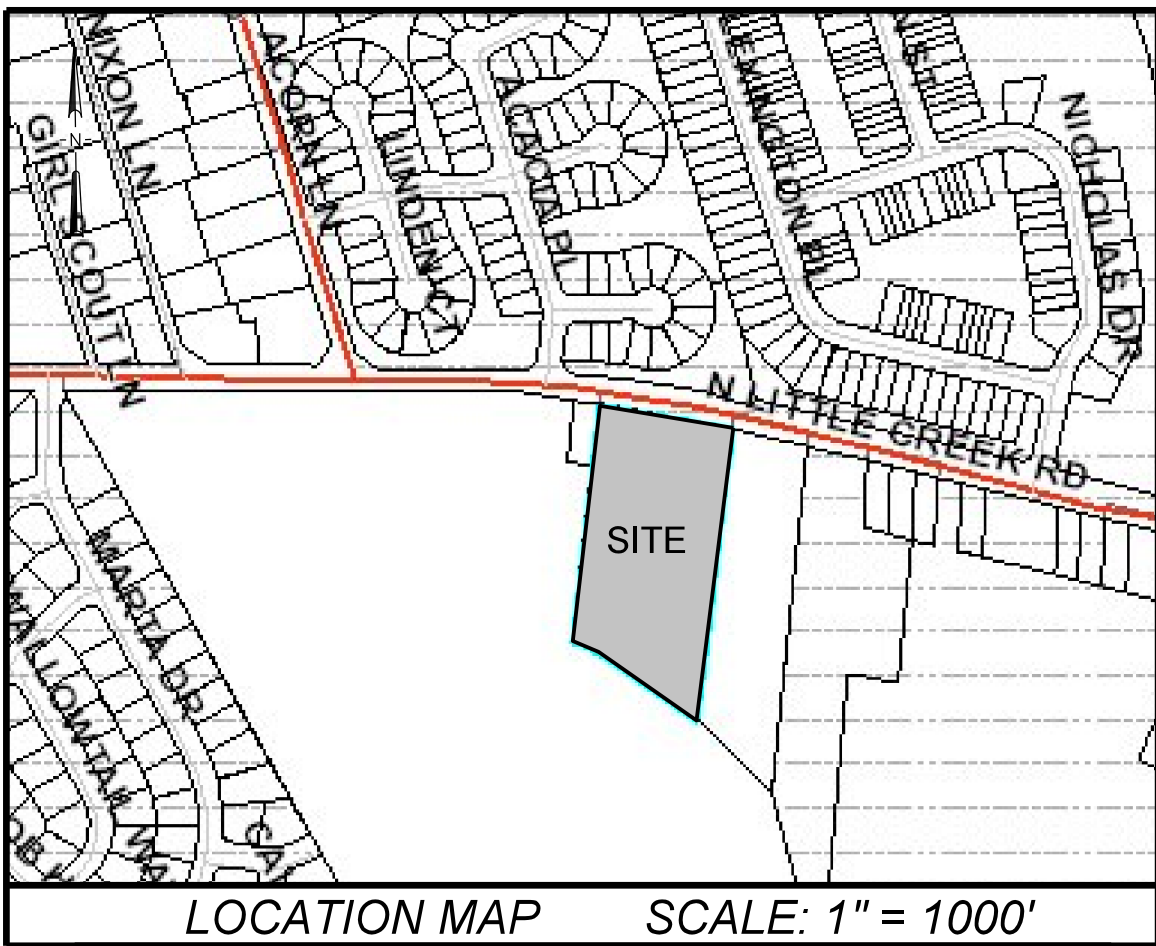
Sediment and Stormwater Management Plan

East Dover Hundred

Leipsic River Watershed

Tax Parcel: ED-05-068.19-03-02.00-000

Kent County, Delaware



DATA COLUMN

TAX PARCEL NO:	ED-05-068.19-03-02.00-000
ACREAGE WITHIN BOUNDARIES:	4.6686 AC (203,366 S.F.)
EXISTING ZONING:	RG-2 (GENERAL RESIDENCE)
EXISTING USE:	VACANT
PROPOSED USE:	CHURCH
RG-2 BULK STANDARDS:	REQUIRED PROPOSED
FRONT YARD SETBACK:	30' 160'
SIDE YARD SETBACK:	25' 80'
REAR YARD SETBACK:	30' 260'
MINIMUM LOT WIDTH:	100' 320'
MINIMUM LOT DEPTH:	125' 150'
MINIMUM LOT AREA:	1,700 204,967 SF
NUMBER OF STORIES:	3 1
MAXIMUM BUILDING HEIGHT:	35' 12'
MAXIMUM BUILDING COVERAGE:	20% 5.85%
PROPOSED BUILDING GFA:	11,900 S.F.
NUMBER OF SEATS:	193 SEATS
PARKING REQUIRED:	60 SPACES (11,900 SF)/(1 SP/200 SF) = 60 (193 SEATS)/(1 SP/4 SEATS) = 49
PARKING PROVIDED:	121 SPACES (5 HANDICAP)
BUILDING CONSTRUCTION TYPE:	TYPE II (000) METAL & MASONRY
PROPOSED BUILDING HEIGHT:	12 FEET (SINGLE STORY)
EXISTING IMPERVIOUS SURFACE:	0.105 ACRE
PROPOSED IMPERVIOUS SURFACE:	0.310 ACRE
VERTICAL DATUM:	NAVD 88
HORIZONTAL DATUM:	NAD 83
PERMANENT MONUMENTS FOUND:	2 (CMF)
PERMANENT MONUMENTS PLACED:	0
WATER SERVICE:	CITY OF DOVER
SEWER SERVICE:	PRIVATE ON-SITE SEPTIC
INVESTMENT LEVEL:	1
OWNER OF RECORD:	NEW HARVEST BAPTIST CHURCH PO BOX 735 DOVER, DE 19903
SITE ADDRESS:	1462 N LITTLE CREEK ROAD DOVER, DE 19901

SOILS DESCRIPTION

HkB—Hambrook-Urban land complex, 0 to 5 percent slopes

Map Unit Setting
National map unit symbol: 1qx74
Elevation: 0 to 260 feet
Mean annual precipitation: 40 to 48 inches
Mean annual air temperature: 52 to 58 degrees F
Frost-free period: 180 to 250 days
Farmland classification: Not prime farmland

Map Unit Composition
Hambrook and similar soils: 45 percent
Urban land: 35 percent
Minor components: 20 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Hambrook

Setting
Landform: Depressions, knolls, fluvio-marine terraces, flats
Landform position (three-dimensional): Rise
Down-slope shape: Concave, convex, linear
Across-slope shape: Concave, convex, linear

Typical profile
Ap - 0 to 10 inches: sandy loam
BE - 10 to 14 inches: loam
Bt - 14 to 28 inches: sandy clay loam
BC - 28 to 65 inches: loamy sand
2Cg - 65 to 80 inches: silt loam

Properties and qualities
Slope: 0 to 5 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Well drained
Runoff class: Very low
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 1.98 in/hr)
Depth to water table: About 40 to 72 inches
Frequency of flooding: None
Frequency of ponding: None
Available water supply, 0 to 60 inches: Moderate (about 7.9 inches)

FgC—Fallsington loams, 0 to 2 percent slopes, Mid-Atlantic Coastal Plain

Map Unit Setting
National map unit symbol: 2s96t
Elevation: 10 to 70 feet
Mean annual precipitation: 42 to 48 inches
Mean annual air temperature: 52 to 58 degrees F
Frost-free period: 180 to 220 days
Farmland classification: Farmland of statewide importance

Map Unit Composition
Fallsington, undrained, and similar soils: 38 percent
Fallsington, drained, and similar soils: 37 percent
Minor components: 25 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Fallsington, Undrained

Setting
Landform: Swales, depressions, flats, drainageways
Landform position (three-dimensional): Dip, tall
Down-slope shape: Concave, linear
Across-slope shape: Linear, concave
Parent material: Loamy fluvio-marine deposits

Typical profile
Os - 0 to 2 inches: mucky peat
A - 2 to 10 inches: loam
Bg - 10 to 32 inches: sandy clay loam
BCg - 32 to 39 inches: loamy sand
Cg1 - 39 to 46 inches: sandy clay loam
Cg2 - 46 to 80 inches: sand

Properties and qualities
Slope: 0 to 2 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately low to high (0.01 to 1.98 in/hr)
Depth to water table: About 0 to 10 inches
Frequency of flooding: None
Frequency of ponding: Occasional
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.3 mmhos/cm)
Available water supply, 0 to 60 inches: Moderate (about 8.8 inches)

MkA—Matapeake silt loam, 0 to 2 percent slopes

Map Unit Setting
National map unit symbol: 1qx8p
Elevation: 10 to 120 feet
Mean annual precipitation: 42 to 48 inches
Mean annual air temperature: 52 to 58 degrees F
Frost-free period: 180 to 220 days
Farmland classification: All areas are prime farmland

Map Unit Composition
Matapeake and similar soils: 80 percent
Minor components: 20 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Matapeake

Setting
Landform: Flats
Landform position (three-dimensional): Tall
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Silty eolian deposits over fluvio-marine sediments

Typical profile
Ap - 0 to 5 inches: silt loam
E - 5 to 11 inches: silt loam
Bt - 11 to 34 inches: silt loam
2Bt - 34 to 38 inches: sandy loam
2C - 38 to 80 inches: loamy sand

Properties and qualities
Slope: 0 to 2 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Well drained
Runoff class: Low
Capacity of the most limiting layer to transmit water (Ksat): Moderately low to moderately high (0.06 to 0.57 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Available water supply, 0 to 80 inches: High (about 9.0 inches)

SEDIMENT & EROSION CONTROL PLAN

NEW HARVEST BAPTIST CHURCH

SITUATE IN: CITY OF DOVER - KENT COUNTY, DELAWARE

DATE: 01/03/25 NOT TO SCALE SHT: KCD-2



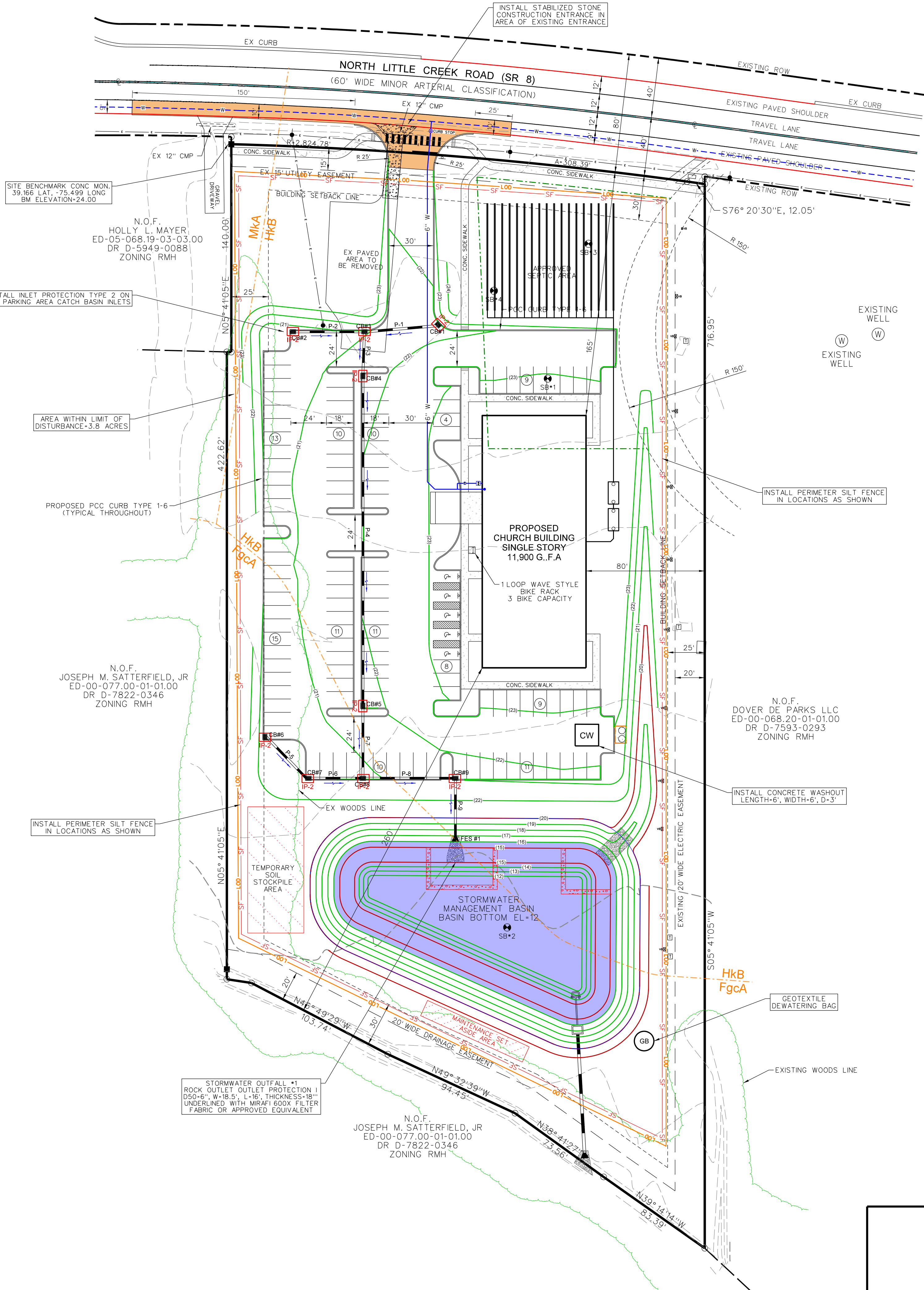
868 Greenwood Road - Greenwood, DE 19950
(302) 697-2239 - (302) 495-7244

REVISIONS:

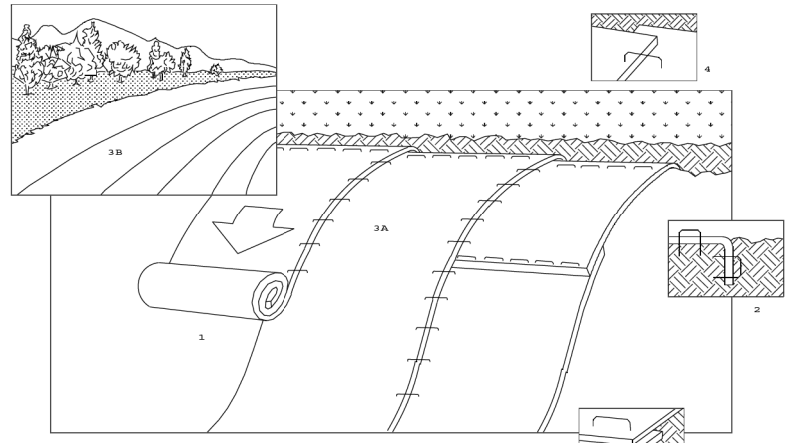
PROJECT NO: 19-068 DGN FILE: 19-068

LEGEND

PROPERTY BOUNDARY	—
RIGHT-OF-WAY LINE	---
LOT LINE	---
BUILDING SETBACK LINE	---
TREE LINE	---
LOT NUMBER	23
EXISTING CONTOUR	---
TEST PIT LOCATION	TP
APPROVED SOILS LINE	---
EXISTING UTILITY POLE	UP
OVERHEAD ELECTRIC LINE	---
WETLAND DELINEATION LINE	---
WETLAND BUFFER LINE	---
BLUE LINE STREAM BUFFER	---
100 YEAR FLOOD PLAIN	---
TAX DITCH ROW LINE	---
CONCRETE MONUMENT FOUND	CMF
CAPPED PIN SET	CPS



Standard Detail & Specifications Stabilization Matting - Slope



Note: Use manufacturer's recommendations for staking patterns for slope installations.

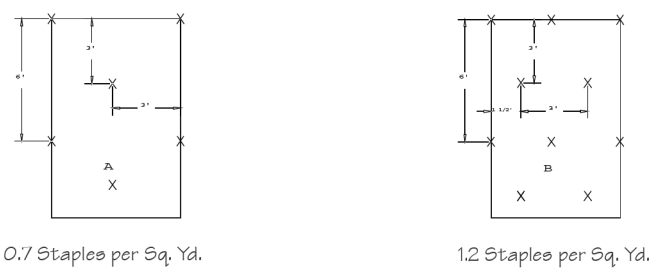
Perspective

Construction Notes:

1. Prepare soil before installing matting, including application of lime, fertilizer, and seed.
2. Begin at the top of the slope by anchoring the mat in a 6" deep X 6" wide trench. Backfill and compact trench after staking.
3. Roll the mats (A) down or (B) horizontally across the slope.
4. The edges of parallel mats must be stapled with approx. 2" overlap.
5. When mats must be spliced down the slope, place mats end over end (shingle style) with approx. 4" overlap. Staple through overlapped area, approx. 12" apart.

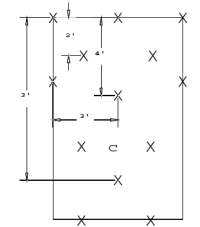
Source:	Symbol:	Detail No.
Adapted from North American Green, Inc.	SM-S	DE-ESC-3.4.6.1 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications Stabilization Matting - Slope



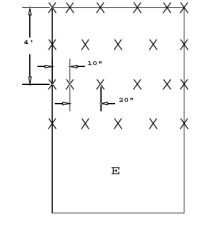
0.7 Staples per Sq. Yd.

1.2 Staples per Sq. Yd.



1.75 Staples per Sq. Yd.

3.5 Staples per Sq. Yd.



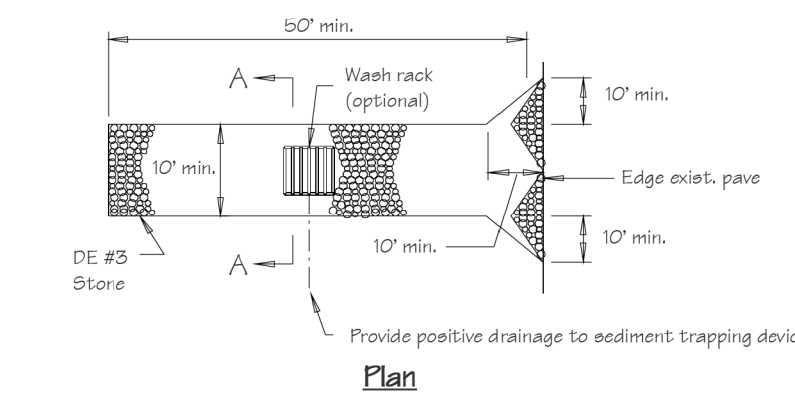
3.75 Staples per Sq. Yd.

NOTE: These patterns are provided for general guidance only. They shall not be used as a substitute for manufacturer's recommendations.

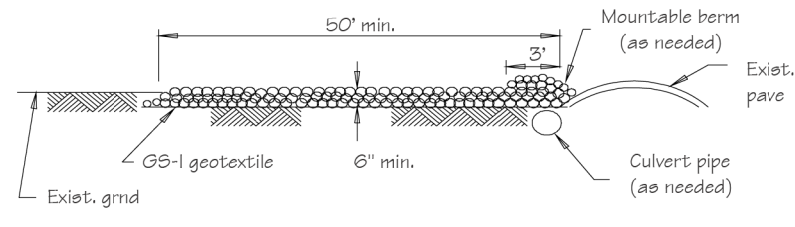
Stapling Patterns

Source:	Symbol:	Detail No.
Adapted from North American Green, Inc.	SM-S	DE-ESC-3.4.6.1 Sheet 2 of 2 Effective July 2023

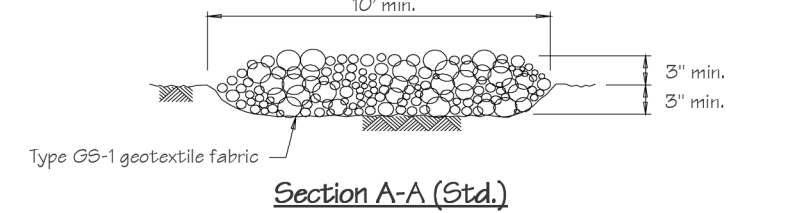
Standard Detail & Specifications Stabilized Construction Entrance



Plan

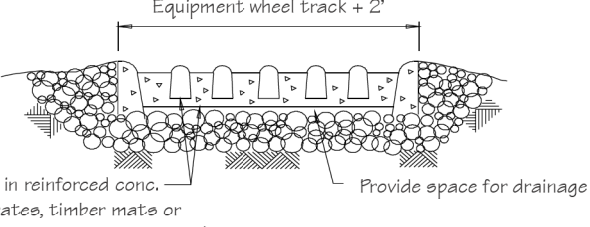


Profile



Source:	Symbol:	Detail No.
Adapted from VA ESC Handbook	SCE	DE-ESC-3.4.7 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications Stabilized Construction Entrance



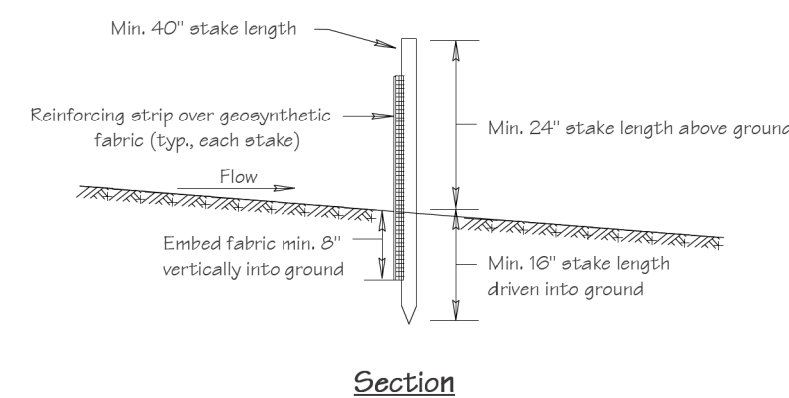
Section A-A (Opt.)

Construction Notes:

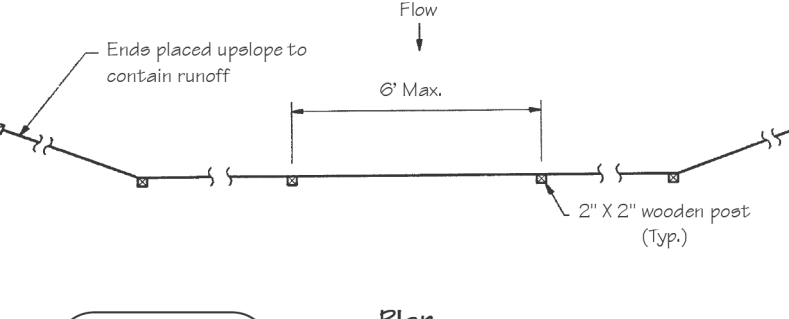
1. **Stone size** - Use DE #3 stone.
2. **Length** - As required, but not less than 50 feet (except on a single residence lot where a 30 foot minimum length would apply).
3. **Thickness** - Not less than size (6) inches.
4. **Width** - Ten (10) foot minimum, but not less than the full width at points where ingress or egress occurs.
5. **Geotextile** - Type GS-1, placed over the entire area prior to placing of stone.
6. **Surface Water** - All surface water flowing or diverted toward construction entrances shall be piped across the entrance. If piping is impractical, a mountable berm with 5:1 slopes will be permitted.
7. **Maintenance** - The entrance shall be maintained in a condition which will prevent tracking or flowing of sediment onto public rights-of-way. This may require periodic top dressing with additional stone as conditions demand and repair and/or cleanup of any measures used to trap sediment. All sediment spilled, dropped, washed or tracked onto public rights-of-way must be removed immediately.
8. **Washing** - Vehicle wheels shall be cleaned to remove sediment prior to entrance onto public rights-of-way. When washing is required, it shall be done on an area stabilized with stone and which drains into an approved sediment trapping device.
9. **Inspection** - Periodic inspection and needed maintenance shall be provided after each rain.

Source:	Symbol:	Detail No.
Adapted from VA ESC Handbook	SCE	DE-ESC-3.4.7 Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications Silt Fence



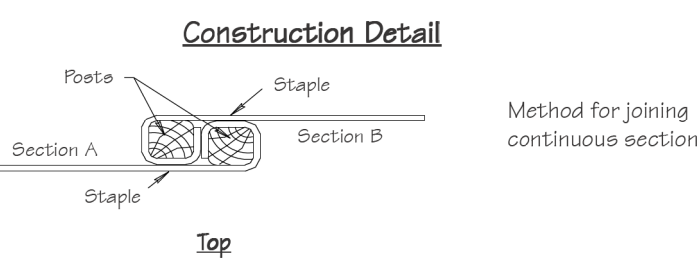
Section



Plan

Source:	Symbol:	Detail No.
Adapted from MD Stds. & Specs. for ESC	SF	DE-ESC-3.1.2.1 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications Silt Fence



Top

Construction Notes:

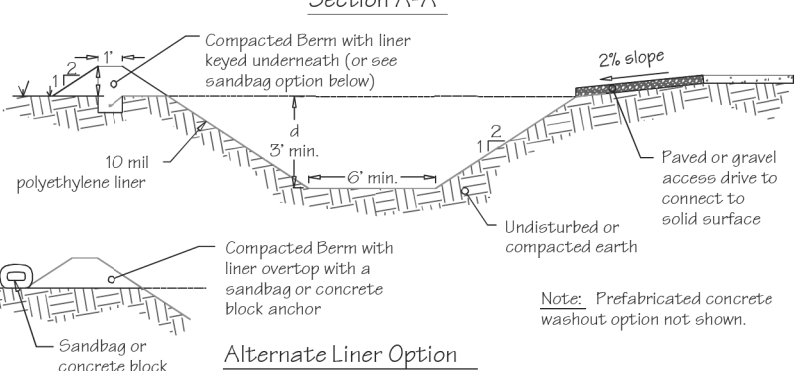
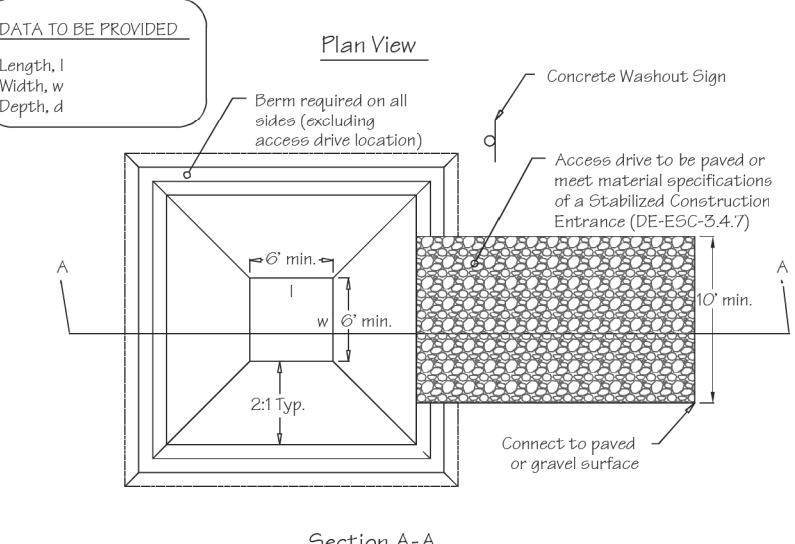
1. Geosynthetic fabric to be fastened securely to fence posts with wire ties or staples.
2. When two sections of filter cloth adjoin each other they shall be overlapped by six inches and folded.
3. Maintenance shall be performed as needed and material removed when "bulges" develop in the silt fence.

Materials:

1. **Stakes**: Steel (either T or U) or 2" x 2" hardwood
2. **Geosynthetic Fabric**: Type GD-1
3. **Reinforcing strip**: Wooden lath or plastic strip

Source:	Symbol:	Detail No.
Adapted from MD Stds. & Specs. for ESC	SF	DE-ESC-3.1.2.1 Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications Concrete Washout



Source:	Symbol:	Detail No.
Adapted from Colorado Urban Storm Drainage Criteria Manual, Vol 3	CW	DE-ESC-3.6.2 Sheet 1 of 2 Effective July 2023

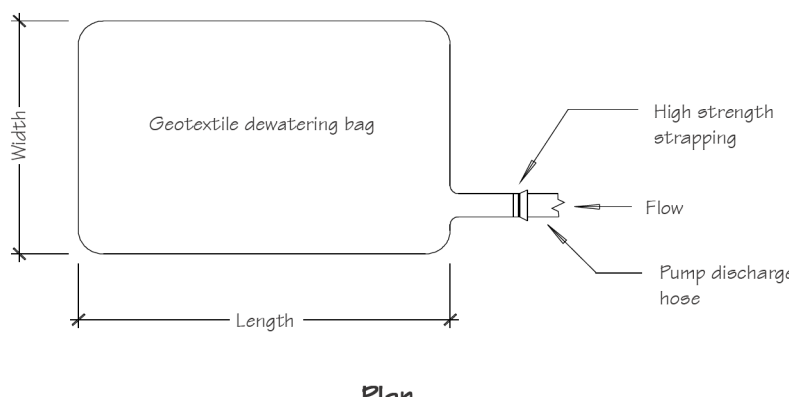
Standard Detail & Specifications Concrete Washout

Construction Notes:

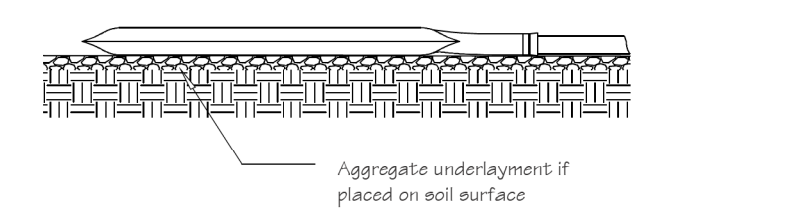
1. Locate washout area a minimum of 50 feet from open channels, stormdrain inlets, wetlands or waterbodies.
2. Locate washout area so that it is accessible to concrete equipment (service with a minimum 10 foot wide gravel accessway), but so it is not in a highly active construction area causing accidental damage.
3. Minimum dimensions for prefabricated units are 4 feet by 4 feet by 1 foot deep with a minimum 4mil polyethylene plastic liner. Minimum dimensions for constructed concrete washout areas are 6 feet by 6 feet by 3 feet deep, with a minimum 10mil polyethylene liner, 2:1 side slopes, and a 1 foot high by 1 foot wide compacted fill berm.
4. The liner must be free of tears or holes and placed over smooth surfaces to prevent puncturing. For excavated washouts, anchor the liner underneath the berm or overlap with sandbags or concrete blocks to hold in place.
5. Provide a sign designating the washout area, and for large construction sites, provide signs throughout directing traffic to its location.
6. Allow washed out concrete mixture to harden through evaporation of the wastewater. Once the facility has reached 75 percent of its capacity, remove the hardened concrete by reusing the broken aggregate onsite, recycling, or disposing of offsite. The hardened material can be buried on site with minimum of 1 foot of clean, compacted fill.
7. Apply a new liner before reusing the station for additional washouts after maintenance has occurred.

Source:	Symbol:	Detail No.
Adapted from Colorado Urban Storm Drainage Criteria Manual, Vol 3	CW	DE-ESC-3.6.2 Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications Geotextile Dewatering Bag



Plan



Profile

NOTE: Pre-manufactured products installed in accordance with manufacturer's recommendations may be used as an equivalent substitute with Departmental approval.

Source:	Symbol:	Detail No.
Adapted from ACF Products, Inc.	GB	DE-ESC-3.2.1.2 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications Geotextile Dewatering Bag

Construction Notes:

1. The dewatering bag should be placed so the incoming water flows into and through the bag, and then flow off the site without creating more erosion. The neck should be tied off tightly to stop the water from flowing out of the bag without going through the walls. The dewatering bag should be placed on a gravel bed to allow water to flow in all directions.
2. The dewatering bag is considered full and should be disposed when it is impractical for the bag to filter the sediment out at a reasonable flow rate. At this point, it should be replaced with a new bag.
3. Disposal may be accomplished as directed by the construction reviewer. If the site allows, the bag may be buried on site and seeded, visible fabric removed and seeded or removed from site to a proper disposal area.

Materials:

1. The geotextile fabric shall be a Type GD-IV.
2. The dewatering bag shall be sewn with a double needle machine using high strength thread. All structural seams will be sewn with high strength, double stitched "J" type. Seam strength test will have the following minimum average roll values:
3. The dewatering bag shall have an opening large enough to accommodate a four (4) inch discharge hose with attached strap to tie off the hose to prevent the pumped water from escaping from the bag without being filtered.

Type	TEST METHOD	TEST RESULT
Heavy duty	ASTM D-4984	100 lb / in

Source:	Symbol:	Detail No.
Adapted from ACF Products, Inc.	GB	DE-ESC-3.2.1.2 Sheet 2 of 2 Effective July 2023

TABLE TS.1 TEMPORARY SEEDINGS BY RATES, DEPTHS AND DATES											
Seeding Rate		Planting Depth 2"		Seeding Dates 6"							
Species 3/4	Per Acre	Lbs/1000 (inches)	Sq. Ft.	COASTAL PLAIN				PIEDMONT			
				2/1-4/30	5/1-8/14	8/15-11/30	12/1-4/30	5/1-8/14	8/15-11/30	12/1-4/30	5/1-8/14
Choose one:	2 1/2 bu.	2.8	1-2	5/1	5/1	By 10/15	5/1	5/1	By 10/15	5/1	5/1
Barley	2 1/2 bu.	2.2	2-2	x	x	x	x	x	x	x	x
Rye	2 1/2 bu.	3.2	1-2	x	x	x	x	x	x	x	x
Italian Ryegrass	40 lbs.	1.0	1/4-1/2	5/1	5/1	By 11/1	5/1	5/1	By 11/1	5/1	5/1
Millet	40 lbs.	1.0	1/2	x	x	x	x	x	x	x	x
Weeping Bar or Weeping Willow	3 lbs.	.1	1/4-1/2	x	x	x	x	x	x	x	x
Substrate 4/1	40 lbs.	1.0	1-2	x	x	x	x	x	x	x	x

PERMANENT SEEDING AND SEEDING DATES											
SEEDING MIXTURES		SEEDING RATES		OPTIMUM SEEDING DATES (40)							
Max. No. (if available)	Use certified seed	Lbs/1000 (inches)	Sq. Ft.	COASTAL PLAIN				PIEDMONT			
				2/1-4/30	5/1-8/14	8/15-10/31	11/1-4/30	5/1-8/14	8/15-10/31	11/1-4/30	5/1-8/14
1	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
2	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
3	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
4	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
5	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
6	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
7	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
8	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
9	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
10	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
11	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
12	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
13	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
14	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
15	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x
16	Kentucky 31 Tall Fescue	60	1.38	x	x	x	x	x	x	x	x

VEGETATIVE STABILIZATION WITH TEMPORARY SEEDING

1. ALL TEMPORARY SEEDING PRACTICES TO BE IN ACCORDANCE WITH THE DELAWARE EROSION AND SEDIMENT CONTROL HANDBOOK, LATEST EDITION.
2. LIME - APPLY DOLOMITIC LIMESTONE AT A RATE OF 2 TONS PER ACRE.
3. PREFERRED TEMPORARY SEEDING MIXTURE:
 - A. RYEGRASS - APPLY AT 40 POUNDS PER ACRE
 - B. WEEPING LOVEGRASS - APPLY AT 3 POUNDS PER ACRE
4. FERTILIZER - APPLY 10-10-10 AT A RATE OF 600 POUNDS PER ACRE
5. MULCHING MATERIALS AND AMOUNTS:
 - A. STRAW - APPLY AT A RATE OF 2 BALES PER 1,000 SQUARE FEET
 - B. WOOD CHIPS - APPLY AT A RATE OF 275 POUNDS PER 1,000 S.F.
 - C. WOOD CELLULOSE FIBER - APPLY AT A RATE OF 35 POUNDS/1,000 SQUARE FEET BY HYDROSEEDING
6. MULCH ANCHORING TOOL - TRACKING AND/OR LIQUID MULCH BINDERS.

VEGETATIVE STABILIZATION WITH PERMANENT SEEDING

1. ALL PERMANENT SEEDING PRACTICES TO BE IN ACCORDANCE WITH THE DELAWARE EROSION AND SEDIMENT CONTROL HANDBOOK, LATEST EDITION.
2. LIME - APPLY DOLOMITIC LIMESTONE AT 2 TONS PER ACRE.
3. PREFERRED PERMANENT SEEDING MIXTURES:
 - A. KENTUCKY 31 TALL FESCUE APPLIED AT 60 POUNDS PER ACRE
 - B. KENTUCKY BLUEGRASS APPLIED AT 90 POUNDS PER ACRE
4. FERTILIZER - APPLY 10-10-10 AT A RATE OF 1,000 POUNDS PER ACRE WORKED INTO THE TOP 4-6 INCHES OF SOIL
5. MULCHING MATERIALS AND AMOUNTS:
 - A. STRAW - APPLY AT A RATE OF 2 BALES PER 1,000 SQUARE FEET
 - B. WOOD CHIPS - APPLY AT A RATE OF 275 POUNDS PER 1,000 S.F.
 - C. WOOD CELLULOSE FIBER - APPLY AT A RATE OF 35 POUNDS/1,000 SQUARE FEET BY HYDROSEEDING
6. MULCH ANCHORING TOOL - TRACKING AND/OR LIQUID MULCH BINDERS.
7. IRRIGATION - APPLY ADEQUATE MOISTURE FOR SEED GERMINATION AND PLANT GROWTH
8. MAINTENANCE - RE-ESTABLISH FAILED AREAS AS SOON AS POSSIBLE. INSPECT, IRRIGATE, AND RE-FERTILIZE FOR ONE YEAR

Minnich
Engineering & Land Planning
Designing Quality Not Quantity

868 Greenwood Road - Greenwood, DE 19950
(302) 697-2239 - (302) 495-7244

REVISIONS:

PROJECT NO: 19-068 | DGN FILE: 19-068

SEDIMENT & EROSION CONTROL DETAILS

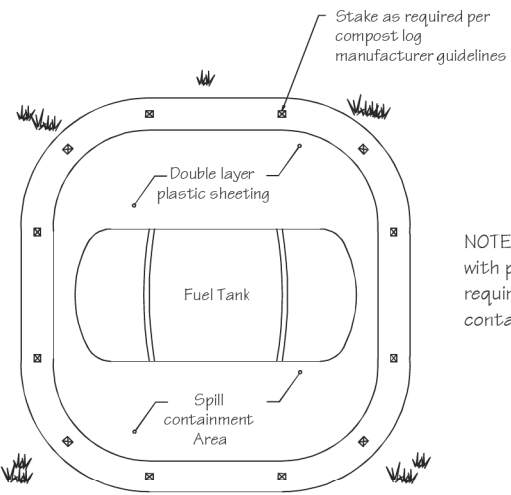
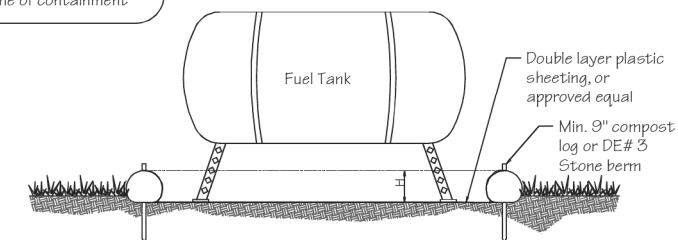
NEW HARVEST BAPTIST CHURCH

SITUATE IN: CITY OF DOVER - KENT COUNTY, DELAWARE

DATE: 01/03/25 | NOT TO SCALE | SHT: KCD-3

Standard Detail & Specifications
Fueling & Spill Control

DATA TO BE PROVIDED:
Volume of Potential Pollution
Height of containment
Area of containment
Volume of containment



NOTE: Double-walled tanks with proper labeling meet EPA requirements for secondary containment.

Source:	Symbol:	Detail No.
Delaware ESC Handbook		DE-ESC-3.6.4 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications
Fueling & Spill Control**Pollution Prevention – Fueling & Spill Control**

- Fueling should only take place in signed designated areas, away from downstream drainage facilities and watercourses.
- Fueling must be with nozzles equipped with automatic shut-off to control drips. Do not top off.
- Protect the areas where equipment or vehicles are being repaired, maintained, fueled or parked from storm water run-on and runoff.
- Use barriers such as berms to prevent storm water run-on and runoff, and to contain spills.
- Place a "Fueling Area" sign next to each fueling area.
- Store hazardous materials such as fuel, solvents, oil and chemicals in secondary containment.
- Inspect vehicles and equipment for leaks on each day of use. Repair fluid and oil leaks immediately.
- Absorbent spill clean-up materials and spill kits must be available in fueling areas and on fuel trucks.
- If fueling is to take place at night, make sure the fueling area is sufficiently illuminated.
- Properly dispose of used oil, fluids, lubricants and spill clean-up materials.

CLEAN UP SPILLS

- If it is safe to do so, immediately contain and clean up any chemical and/or hazardous material spills.
 - Properly dispose of used oil, fluids, lubricants and spill clean-up materials.
 - Do not bury spills or wash them down with water.
- LEAKS AND DRIPS**
- Use drip pans or absorbent pads at all times. Place under and around leaky equipment.
 - Do not allow oil, grease, fuel or chemicals to drip onto the ground.
 - Have spill kits and clean up material on-site.
 - Repair leaky equipment promptly or remove problem vehicles and equipment from the site. Clean up contaminated soil immediately.
 - Store contaminated waste in sealed containers constructed of suitable material. Label these containers properly.
 - Clean up all spills and leaks. Promptly dispose of waste and spent clean up materials.

Source:	Symbol:	Detail No.
Delaware ESC Handbook		DE-ESC-3.6.4 Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications
Construction Site Pollution Prevention**Delaware NPDES Discharge Permit**

General Permit for Discharge of Stormwater from Construction Activities

((Project Name))
((NOI Permit Number))
((Agency Plan Approval ID))
((Contact Name & Number for Additional Site Information))
((Contact Name & Number to Obtain Copy of Approved Plan))

If you observe indicators of stormwater pollutants in the discharge or in the receiving waterbody, call the DNREC Spill Notification 24 HR Hotline at

1-800-662-8802

Example Construction General Permit (CGP) Signage

NOTES:

- Minimum sign size 2' x 2'
- Minimum text size 1"
- Sign must be posted at a safe, publicly accessible location close to construction site
- Sign must be visible from the public road nearest the active construction site
- Signs posted within a DelDOT or other public road right-of-way (ROW) must be in accordance with all local and/or State requirements in regards to safety, location, orientation, etc.

Source:	Symbol:	Detail No.
Delaware ESC Handbook		DE-ESC-3.6.1 Sheet 1 of 4 Effective July 2023

Standard Detail & Specifications
Construction Site Pollution Prevention**Notes:**

The Construction Site Pollution Prevention Plan includes the following elements:

1. Material Inventory

Document the storage and use of the following materials:

- Concrete
- Detergents
- Paints (enamel and latex)
- Cleaning solvents
- Pesticides
- Fertilizers
- Petroleum based products

2. Good housekeeping practices

- Store only enough product required to do the job.
- Store all materials in a neat, orderly manner in their original labeled containers and covered.
- Do not mix different substances.
- When possible, use all of a product prior to disposal of the container.
- Manufacturers' instructions for disposal should be strictly adhered to.
- Designate someone to inspect all BMPs daily.

3. Waste management practices

- Collect and store all waste materials in securely lidded dumpsters in a location that does not drain to a waterbody.
- Salvage and/or recycle waste materials whenever possible.
- The dumpsters shall be emptied a minimum of twice per week, or more if necessary. The licensed trash hauler is responsible for cleaning out dumpsters.

Source:	Symbol:	Detail No.
Adapted from USEPA Pub. 840-B-92-002		DE-ESC-3.6.1 Sheet 2 of 4 Effective July 2023

Standard Detail & Specifications
Construction Site Pollution Prevention**Notes (cont.)**

- Dispose of all trash in accordance with all applicable Delaware laws.
 - Littering is strictly prohibited. Trash cans should be placed at all lunch spots and recycle bins should be placed near the construction trailer.
 - If filter bags can not be stored in a weather-proof location, they should be kept on a pallet and covered with plastic sheeting which is overlapped and anchored.
- 4. Equipment maintenance practices**
- If possible, equipment should be taken to off-site commercial facilities for washing and maintenance.
 - If performed on-site, wash vehicles with high-pressure water spray without detergents in an area contained by an impervious berm.
 - Use drip pans for all equipment maintenance.
 - Inspect equipment for leaks on a daily basis.
 - Direct washout from concrete trucks into a temporary pit for hardening and proper disposal.
 - Equip fuel nozzles with automatic shut-off valves.
 - Dispose of all used products such as oil, antifreeze, solvents and tires in accordance with manufacturers' recommendations and local, state and federal laws and regulations.
- 5. Spill prevention practices**
- Identify potential spill areas and contain them in covered areas with no connection to the storm drain system.
 - Post warning signs in hazardous material storage areas.
 - Perform preventive maintenance on all tanks, valves, pumps, pipes and other equipment as necessary.
 - Prioritize low or non-toxic substances for use.

Source:	Symbol:	Detail No.
Adapted from USEPA Pub. 840-B-92-002		DE-ESC-3.6.1 Sheet 3 of 4 Effective July 2023

Standard Detail & Specifications
Construction Site Pollution Prevention**Notes (cont.)**

- Prominently post contact information for reporting spills through the DNREC 24-Hour Toll Free Number.
- 6. Education**
- Include Best Management Practices (BMPs) for construction site pollution control as part of regular progress meetings.
 - Information regarding waste management, equipment maintenance and spill prevention should be prominently posted in the construction trailer.

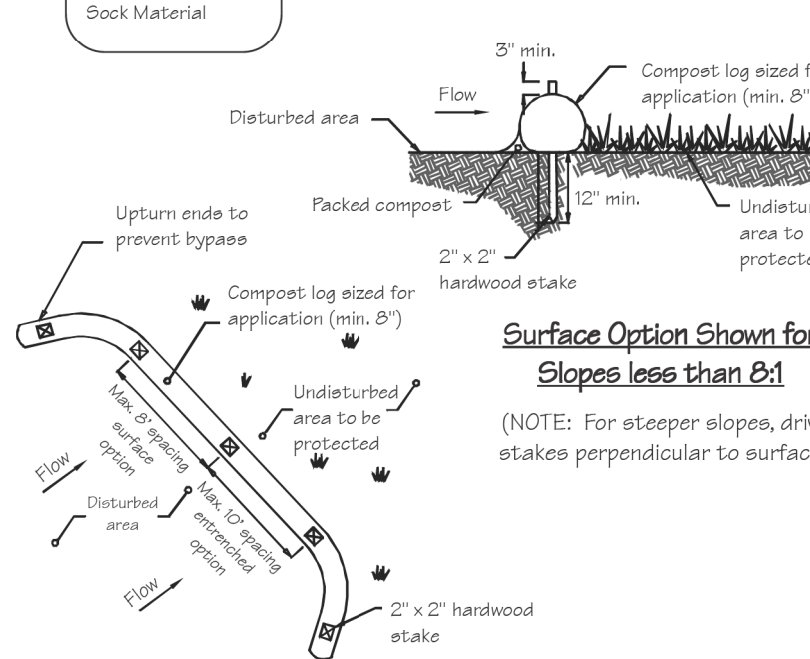
CONTACT INFORMATION

DNREC 24-Hour Toll Free Number	800-662-8802
DNREC Solid & Hazardous Waste Management Section	302-739-9403

Source:	Symbol:	Detail No.
Adapted from USEPA Pub. 840-B-92-002		DE-ESC-3.6.1 Sheet 4 of 4 Effective July 2023

Standard Detail & Specifications
Compost Filter Log**DATA**

Log diameter (D)
Sock Material



(NOTE: For steeper slopes, drive stakes perpendicular to surface)

NOTE: Manufacturer's recommendations supersede any installation details shown for this practice

Source:	Symbol:	Detail No.
Adapted from MD Stds & Specs for ESC & Filtrix™ International	CFL	DE-ESC-3.1.7 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications
Compost Filter Log**Construction Notes:**

- Prior to installation, clear bedding area of obstructions including rocks or debris larger than 1 inch and fill in any sharp depression areas.
- If socks are prepared on-site, fill the sock fabric using a pneumatic blower so that the logs are rigid and do not deform. Terminate at the desired length.
- For trenched applications, excavate 2 to 4 inches below grade along the width and length of the compost filter log.
- Install the compost filter logs perpendicular to the flow direction and parallel to the slope with the beginning and end of the installation pointing up the slope a minimum of 1 foot elevation difference. On sites where this is not possible, upturn at a minimum length of 10' at a 30 degree angle to prevent runoff bypass.
- For untrenched applications, blow or hand pack soil, mulch, or compost on the upslope side of the log, filling the bottom void area.
- Stake the filled log every 10 feet maximum through the center of the sock for trenched applications, or every 8 feet for untrenched. The stake shall be a 2" by 2" hardwood. It should extend 12" below grade and protrude at least 3" above the top of the sock. If located on a slope greater than 8:1, the stake shall be angled downslope at a 45 degree angle to prevent the force of the water from dislodging to log.
- When the length of the compost filter log needed exceeds the available compost filter sock length, the next sock shall be overlapped a minimum of 12" before being filled, and a stake placed through both socks at the overlap.
- Remove accumulated sediment when it has reached half of the effective height of the log.
- Inspect weekly and after rain event. If sock is degrading or the sock is failing, vegetation to secure the compost, replace the log, or reinforce with an additional log. If the log has been crushed due to construction equipment, it can be "fluffed" back to its effective height. If the effective height can no longer be restored, the log shall be replaced or reinforced with an additional compost filter log.

Source:	Symbol:	Detail No.
Adapted from MD Stds & Specs for ESC & Filtrix™ International	CFL	DE-ESC-3.1.7 Sheet 2 of 2 Effective July 2023

Standard Detail & Specifications
Topsoiling**Construction Notes:**

- Site Preparation** (Where Topsoil is to be added)

Note: When topsoiling, maintain needed erosion and sediment control practices such as diversions, grade stabilization structures, berms, dikes, waterways and sediment basins.

- Grading - Grades on the areas to be topsoiled which have been previously established shall be maintained.
- Liming - Where the topsoil is either highly acid or composed of heavy clays, ground limestone shall be spread at the rate of 4-8 tons/acre (200-400 pounds per 1,000 square feet). Lime shall be distributed uniformly over designated areas and worked into the soil in conjunction with tillage operations as described in the following procedures.
- Tilling - After the areas to be topsoiled have been brought to grade, and immediately prior to dumping and spreading the topsoil, the subgrade shall be loosened by discing or by scarifying to a depth of at least 3 inches to permit bonding of the topsoil to the subsoil. Pack by passing a bulldozer up and down over the entire surface area of the slope to create horizontal erosion check slots to prevent topsoil from sliding down the slope.

2. Topsoil Material and Application

Note: Topsoil salvaged from the existing site may often be used but it should meet the same standards as set forth in these specifications. The depth of topsoil to be salvaged shall be no more than the depth described as a representative profile for that particular soil type as described in the soil survey published by USDA-SCS in cooperation with Delaware Agricultural Experimental Station.

Source:	Symbol:	Detail No.
USDA - NRCS		DE-ESC-3.4.1 Sheet 1 of 2 Effective July 2023

Standard Detail & Specifications
Topsoiling**Construction Notes (cont.)**

- Materials - Topsoil shall be a loam, sandy loam, clay loam, silt loam, sandy clay loam, loamy sand or other soil as approved by an agronomist or soil scientist. It shall not have a mixture of contrasting textured subsoil and contain no more than 5 percent by volume of cinders, stones, slag, coarse fragment, gravel, shales, rocks, trash or other extraneous materials larger than 1 1/2 inches in diameter. Topsoil must be free of plants or plant parts of bermudagrass, quackgrass, Johnsongrass, nutsedge, poison ivy, thistles, or others as specified. All topsoil shall be tested by a reputable laboratory for organic matter content, pH and soluble salts. A pH of 5.0 to 7.5 and an organic content of not less than 1.5 percent by weight is required. If pH value is less than 5.0 lime shall be applied and incorporated with the topsoil to adjust the pH to 6.5 or higher. Topsoil containing soluble salts greater than 500 parts per million shall not be used.

Note: No sod or seed shall be placed on soil which has been treated with soil sterilant or chemicals used for weed control until sufficient time has elapsed to permit dissipation of toxic materials.

- Grading - The topsoil shall be uniformly distributed and compacted to a minimum of four (4) inches. Spreading shall be performed in such a manner that sodding or seeding can proceed with a minimum of additional soil preparation and tillage. Any irregularities in the surface resulting from topsoiling or other operations shall be corrected in order to prevent the formation of depressions or water pockets. Topsoil shall not be placed while in a frozen or muddy condition, when the subgrade is excessively wet, or in a condition that may otherwise be detrimental to proper grading and seeded preparation.

Note: Topsoil substitutes or amendments as approved by a qualified agronomist or soil scientist, may be used in lieu of natural topsoil. Compost material used to improve the percentage of organic matter shall be provided by a certified supplier.

Compost amendments that are intended to meet specific post-construction stormwater management goals shall further meet the requirements of Appendix 3.06.2 Post Construction Stormwater Management BMP Standards and Specifications, Section 14.0 Soil Amendments.

Source:	Symbol:	Detail No.
USDA - NRCS		DE-ESC-3.4.1 Sheet 2 of 2 Effective July 2023



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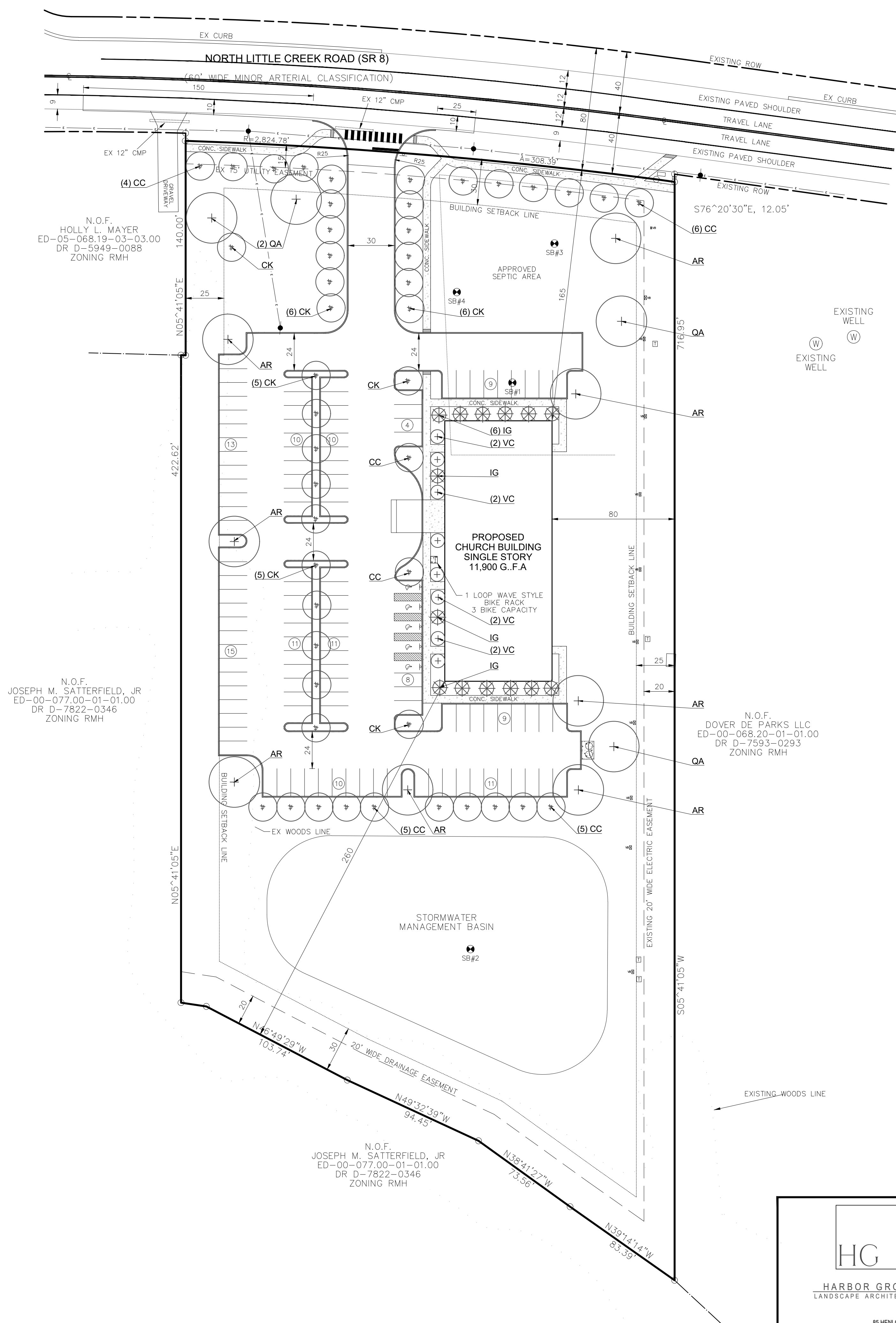
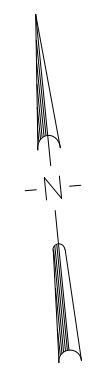
REVISIONS:

PROJECT NO: 19-068	DGN FILE: 19-068
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**SEDIMENT & EROSION
CONTROL DETAILS****NEW HARVEST
BAPTIST CHURCH**

SITUATE IN: CITY OF DOVER - KENT COUNTY, DELAWARE

DATE: 01/03/25	NOT TO SCALE	SHT: KCD-4
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**LANDSCAPE REQUIREMENTS**Woodland Preservation & Tree Density

Tree Density Required = 1 Tree / 3,000 sf. of Non-Woodland Area

Woodland Preservation Required = 50% of existing Woodlands

Total Woodlands = 32,575 sf

Woodland Area to be Preserved = 27,419 SF(84.2%)

Total Tree Density Area = 203,252 SF - 27,419 SF = 175,833 SF

Trees required = 5175,833 SF / 3,000 SF = 58.6 Trees

59 Tree Density Trees required

59 Tree Density Trees Provided

PARKING LOT REQUIREMENTS

Minimum 5% interior landscape area:

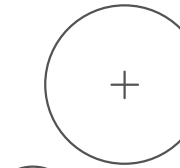
Parking lot area = 48,900 SF

5% Requirement = 2,445 SF

Landscape Area Provided = 2,920 sf

LANDSCAPE LEGEND

CANOPY TREE



FLOWERING TREE



EVERGREEN SHRUB



DECIDUOUS SHRUB

**LANDSCAPE SCHEDULE**

KEY	BOTANIC NAME	COMMON NAME	QUANTITY	SIZE	REMARKS
AR	Acer rubrum 'October Glory'	October Glory Red Maple	8	2" Cal.	B&B Full Heavy Vigorous
CC	Cornus canadensis	Redbud	22	2" Cal.	B&B Full Heavy Vigorous
CK	Cornus kousa	Kousa Dogwood	25	2" Cal.	B&B Full Heavy Vigorous
IG	Ilex glabra 'Compacta'	Compact Ink Berry Holly	13	2-25"	B&B Full Heavy Vigorous
QA	Quercus alba	White Oak	4	2" Cal.	B&B Full Heavy Vigorous
VC	Viburnum carlesii	Korean Spice Viburnum	8	2-2.5'	B&B Full Heavy Vigorous

NOTE: In the event that there is a discrepancy between the quantity of plant material on the Plan Drawing and the quantity in the Plant List, the quantity of plant material on the plan drawing shall govern.

LANDSCAPE ARCHITECT CERTIFICATION

I, CONWAY J. BRISTOW III, HEREBY CERTIFY THAT I AM A REGISTERED LANDSCAPE ARCHITECT IN THE STATE OF DELAWARE, THAT THE INFORMATION SHOWN HEREON HAS BEEN PREPARED UNDER MY SUPERVISION AND TO MY BEST KNOWLEDGE AND BELIEF REPRESENTS GOOD LANDSCAPE ARCHITECTURAL PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.

CONWAY J. BRISTOW III, PLA #10600

01.31.2025
DATE**LEGEND**

PROPERTY BOUNDARY	—————
RIGHT-OF-WAY LINE	—————
LOT LINE	—————
BUILDING SETBACK LINE	—————
EXISTING CONTOUR	26
PROPOSED CONTOUR	(26)
EXISTING STORM DRAIN	———
PROPOSED STORM DRAIN	———
EXISTING SANITARY SEWER	———S
PROPOSED SANITARY SEWER	———S
EXISTING WATER LINE	———W
PROPOSED WATER LINE	———W
EXISTING UTILITY POLE	●
EXISTING ROAD SIGN	26X27
EXISTING SPOT ELEVATION	(26X27)
PROPOSED SPOT ELEVATION	(26X27)

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LANDSCAPE ARCHITECTURE85 HENLOPEN GARDENS
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REVISIONS:

PROJECT NO: 19-068	DGN FILE: 19-068

CONDITIONAL USE SITE PLAN
NEW HARVEST
BAPTIST CHURCH

SITUATE IN: CITY OF DOVER — KENT COUNTY, DELAWARE

0 20 40 80

DATE: 01/31/25

SCALE: 1" = 40'

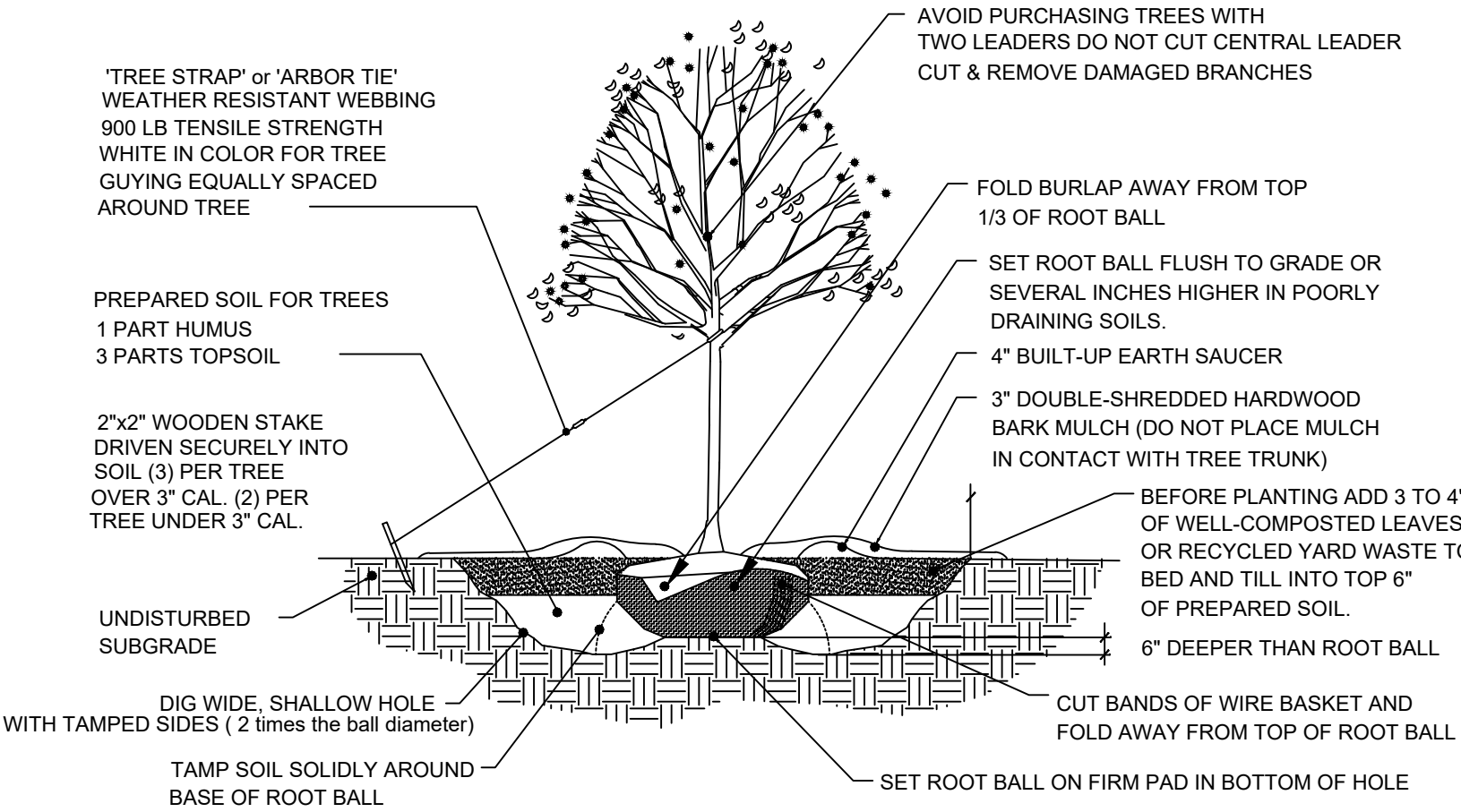
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PLANT QUALITY

1. PLANT NAMES INDICATED COMPLY WITH STANDARDIZED PLANT NAMES AS ADOPTED BY THE LATEST EDITION OF THE AMERICAN JOINT COMMITTEE OF HORTICULTURAL NOMENCLATURE. PROVIDE STOCK TRUE TO BOTANICAL NAME LEGIBLY TAGGED.
2. ALL PLANT MATERIALS SHALL BE OF 'SPECIMEN' QUALITY, HAVE DENSELY DEVELOPED BRANCHES, FRESHLY DUG WITH VIGOROUS, FIBROUS ROOT SYSTEM. PLANTS SHALL BE HEALTHY, FREE FROM DISEASE, ALL FORMS OF INSECT INFESTATIONS OR OTHER PHYSICAL DEFORMITIES. ALL PLANTS SHALL CONFORM TO GRADING AND SIZING STANDARDS OF THE LATEST EDITION OF AMERICAN STANDARDS FOR NURSERY STOCK. STOCK FURNISHED SHALL BE AT LEAST THE MINIMUM SIZE INDICATED WITH 25% AS THE MINIMUM AND 75% AS THE MAXIMUM SIZE INDICATED.
3. OWNER, DEVELOPER OR LANDSCAPE ARCHITECT RESERVES THE RIGHT TO REJECT ANY MATERIALS DUE TO POOR QUALITY, SIZE OR IMPROPER HANDLING. ALL REJECTED MATERIALS SHALL BE REMOVED FROM THE SITE AND REPLACED WITH ACCEPTABLE MATERIALS AT NO ADDITIONAL COST.
4. ALL PLANT MATERIALS SHALL BE COVERED DURING TRANSPORT TO PREVENT WIND BURNING. ALL PLANTS SHALL BE PLANTED IMMEDIATELY UPON DELIVERY OR 'HEELER IN' IN A MANNER ACCEPTABLE TO THE LANDSCAPE ARCHITECT. HANDLE ALL PLANTS BY THE ROOT SYSTEM.
5. CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT PRIOR TO STARTING INSTALLATION FOR INSPECTIONS OF PLANT LOCATIONS, QUANTITIES, QUALITY AND SIZE AND UPON COMPLETION FOR FINAL INSPECTION OF PLANTING, MULCHING, STAKING AND CLEAN UP.

PLANTING IMPLEMENTATION

1. PLANTING PITS - EXCAVATED CIRCULAR PITS WITH VERTICAL SIDES. PROVIDE SHRUB PITS 24" GREATER THAN THE DIAMETER OF THE ROOT SYSTEM AND 48" GREATER FOR TREES. (DEPTH OF PIT TO ACCOMMODATE ROOT SYSTEM) SCARIFY THE BOTTOM OF THE PIT TO A DEPTH OF 4" BELOW DEPTH OF BALL.
2. PLANTING MIX: PROVIDE WEED AND SEED FREE HUMUS OR PEAT MOSS. MIX ONE (1) PART HUMUS TO FOUR (4) PARTS EXISTING TOP SOIL. MIX THOROUGHLY WITH A 12-12-12 FERTILIZER ACCORDING TO THE MANUFACTURER'S DIRECTIONS.
3. SET PLANTS: PLACE IN PIT TO PROPER GRADE AND ALIGNMENT. SET PLANTS UPRIGHT, PLUMB AND FACED TO GIVE THEIR BEST APPEARANCE. SET PLANTS WITH BALL 2" TO 3" ABOVE FINISHED GRADE. DO NOT FILL OVER BALL. STEMS, OR TRUNK, BACKFILL AND TAMP PLANTING MIX IN 4" LAYERS. CUT AND REMOVE TOP 1/3 OF BURLAP. ALL LACING, ROPES, WIRES, STRINGS OR WIRE BASKETS. FORM A SOIL RING AROUND BALL ABOVE FINISHED GRADE. THOROUGHLY WATER IN PLANTING MIX TO FILL ALL VOIDS AND FILL RIM OF PIT.
4. MULCH: MULCH ALL PLANTS WITH 3" OF AN APPROVED MULCH WITHIN 48 HOURS AFTER PLANTING. APPLY AN APPROVED PRE-EMERGENT WEED CONTROL ACCORDING TO MANUFACTURER'S DIRECTIONS IN ALL PLANTING BEDS PRIOR TO MULCHING.
5. STAKING: ALL TREES SHALL BE STAKED. TREES UNDER 3" IN CALIPER SHALL HAVE 2 STAKES. TREES OVER 3" IN CALIPER SHALL HAVE 3 STAKES. STAKES SHALL BE EVENLY SPACED AND DRIVEN FIRMLY INTO UNDISTURBED SUBSOIL. PLACE STAKES PARALLEL TO WALKS, ROADS AND BUILDINGS.
6. PRUNING: PRESERVE NATURAL SHAPE OF PLANT. DO NOT CUT THE CENTRAL LEADER OF TREES. REMOVE OR CUT BACK DAMAGED OR UNSYMMETRICAL GROWTH.
7. ANTI-DISICANT: APPLY 'WILT PROOF' OR EQUIVALENT TO ALL PLANTS. APPLY OVER ALL PLANT LEAVES OR NEEDLE AREAS ACCORDING TO MANUFACTURE'S DIRECTIONS.
8. GROUNDCOVER AND PERENNIAL BEDS: STRIP EXISTING LAWN OR WEEDS. SPREAD A 1" LAYER OF PEAT MOSS OR APPROVED HUMUS ON ENTIRE AREA. APPLY 8-18-10 FERTILIZER ACCORDING TO MANUFACTURER'S DIRECTIONS. ROTO-TILL ENTIRE AREA TO A DEPTH OF 6" FINE GRADE BED. APPLY APPROVED PRE-EMERGENT WEED CONTROL ACCORDING TO MANUFACTURER'S DIRECTIONS. MULCH ENTIRE AREA WITH 2" MULCH AS SPECIFIED. PLANT GROUNDCOVERS AND PERENNIALS THROUGH MULCH INTO SOIL AND WATER.
9. TOPSOIL SHALL BE SANDY LOAM. IT SHALL NOT HAVE A MIXTURE OF SUBSOIL AND SHALL NOT CONTAIN CINDERS, STONES, LUMPS, STICKS, ROOTS OR OTHER EXTRANEIOUS MATTER LARGER THAN 1/2" DIAMETER. TOPSOIL MUST BE FREE OF WIREGRASS, QUACKGRASS, NUTSEDGE, POISON IVY, OR CANADA THISTLE. TOPSOIL SHALL HAVE A pH OF 5.5 - 7.5 AND NOT HAVE SOLUBLE SALTS HIGHER THAN 500 PARTS PER MILLION. PROVIDE CERTIFICATION FROM A RECOGNIZED LABORATORY.
10. ALL PLANT MATERIALS FURNISHED BY THE LANDSCAPE CONTRACTOR FOR THIS CONTRACT SHALL BE GUARANTEED FOR 100 % OF THE COST OF REPLACEMENT (MATERIALS AND LABOR), TO LIVE AND REMAIN IN A HEALTHY, VIGOROUS CONDITION, FOR A PERIOD OF (1) YEAR AFTER COMPLETION AND ACCEPTANCE BY THE OWNER AND DEVELOPER. ANY PLANTS THAT REMAIN UNHEALTHY OR HAVE LOST THEIR SHAPE DUE TO DEAD BRANCHES OR OTHERWISE ARE UNACCEPTABLE IN THE OPINION OF THE LANDSCAPE ARCHITECT, SHALL BE REMOVED AND REPLACED AT NOT ADDITIONAL COST TO THE OWNER OR DEVELOPER. GUARANTEE SHALL NOT INCLUDE DAMAGE OR LOSS OF PLANTS, MATERIALS, ET, CAUSED BY FIRE, FLOODS, FREEZING RAINS, LIGHTING STORMS OR WINDS (OVER 75 MPH). ACTS OF VANDALISM OR NEGLIGENCE ON THE PART OF THE OWNER OR DEVELOPER. REMOVE ALL STAKES AND GUYS FROM PLANTS AT THE END OF THE ONE YEAR GUARANTEE PERIOD. REPLACEMENT PLANTS SHALL BE GUARNTIED FOR AN ADDITIONAL YEAR AFTER INSTALLATION.
11. MAINTAIN PLANTINGS & SEED AND/OR SOD UNTIL COMPLETION AND ACCEPTANCE BY OWNER OF ENTIRE PROJECT. MAINTENANCE SHALL INCLUDE MOWING, PRUNING, CULTIVATION, WEEDING, WATERING, AND APPLICATION OF APPROPRIATE INSECTICIDES & FUNGICIDES AS NECESSARY TO MAINTAIN PLANTS & SEEDING/SODDING FROM INSECTS & DISEASE.
12. THE LANDSCAPE CONTRACTOR SHALL BE REQUIRED TO DELIVER TO THE OWNER OR DEVELOPER A COMPLETE RELEASE OF LIENS THAT MAY ARISE OUT OF THIS CONTRACT OR RECEIPTS PAID IN FULL IN LIEU THEREOF.

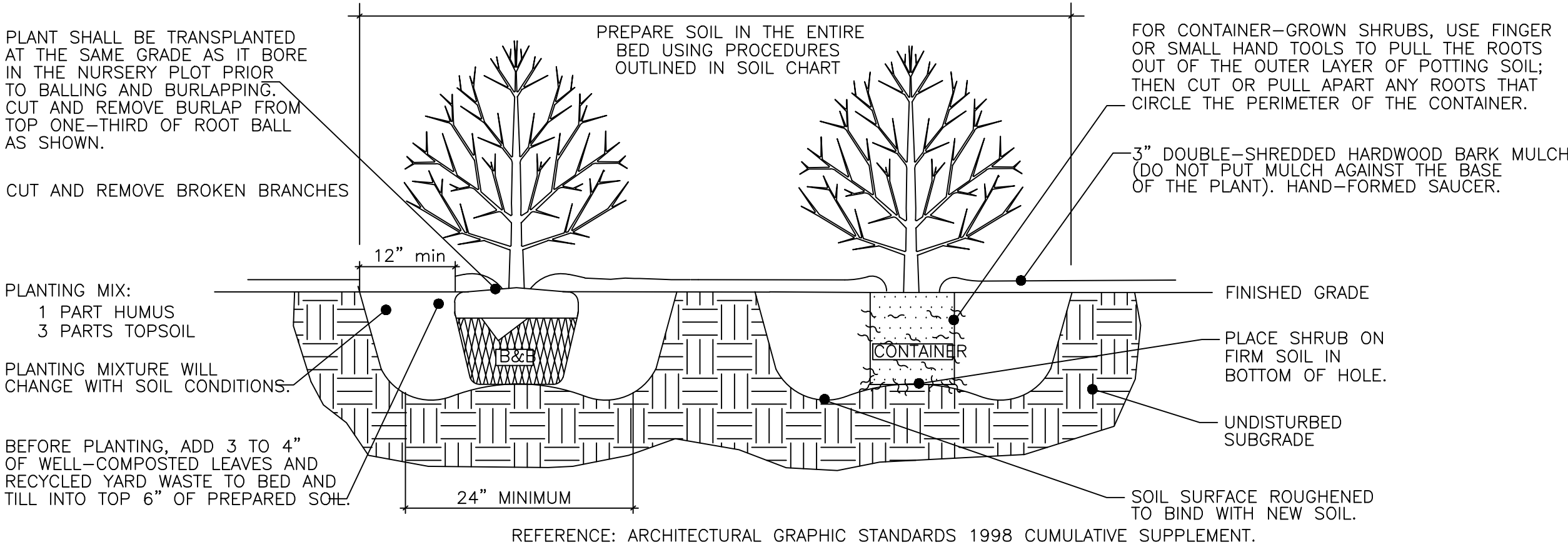


NOTES:

1. NO SOIL OR MULCH SHALL BE PLACED AGAINST ROOT COLLAR OF PLANT.
2. REMOVE ALL ROPE FROM TRUNK & TOP OF ROOT BALL. FOLD BURLAP BACK 1/3 FROM ROOT BALL
3. PLANTING DEPTH SHALL BE THE SAME AS GROWN IN NURSERY.
4. THOUROUGHLY SOAK THE TREE ROOT BALL AND ADJACENT PREPARED SOIL SEVERAL TIMES DURING THE FIRST MONTH AFTER PLANTING AND REGULARLY THROUGHOUT THE FOLLOWING TWO SUMMERS.
5. THE BOTTOM OF PLANTING PIT EXCAVATIONS SHOULD BE ROUGH TO AVOID MATTING OF SOIL LAYERS AS NEW SOIL IS ADDED. IT IS PREFERABLE TO TILL THE FIRST LIFT (2 TO 3 IN.) OF PLANTING SOIL INTO THE SUBSOIL.

TYPICAL DETAIL: TREE PLANTING

NOT TO SCALE



REFERENCE: ARCHITECTURAL GRAPHIC STANDARDS 1998 CUMULATIVE SUPPLEMENT.

NOTE:

Apply approved pre-emergent weed control on all shrub beds prior to mulching.

SHRUB PLANTING DETAIL

NOT TO SCALE

LANDSCAPE ARCHITECT CERTIFICATION

I, CONWAY J. BRISTOW III, HEREBY CERTIFY THAT I AM A REGISTERED LANDSCAPE ARCHITECT IN THE STATE OF DELAWARE, THAT THE INFORMATION SHOWN HEREON HAS BEEN PREPARED UNDER MY SUPERVISION AND TO MY BEST KNOWLEDGE AND BELIEF REPRESENTS GOOD LANDSCAPE ARCHITECTURAL PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.

CONWAY J. BRISTOW III, PLA #10600

01.31.2025
DATE



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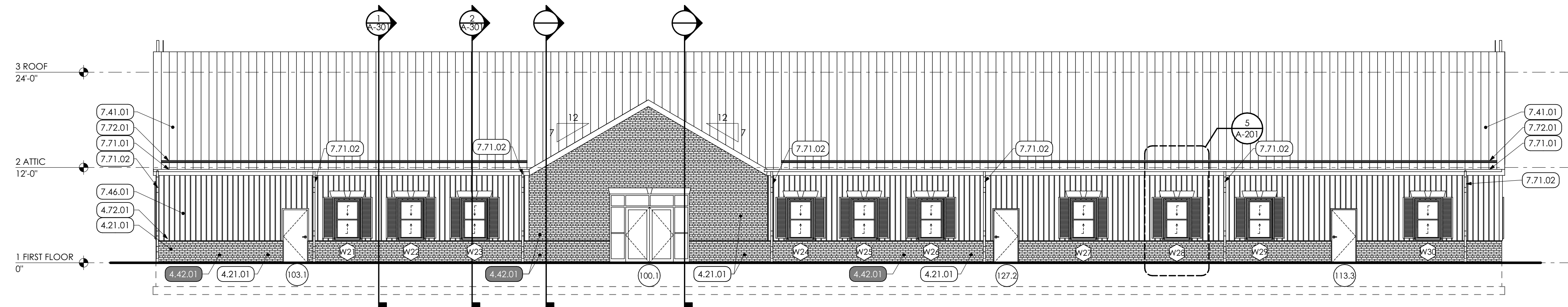
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REVISIONS:
PROJECT NO: 19-068
DGN FILE: 19-068

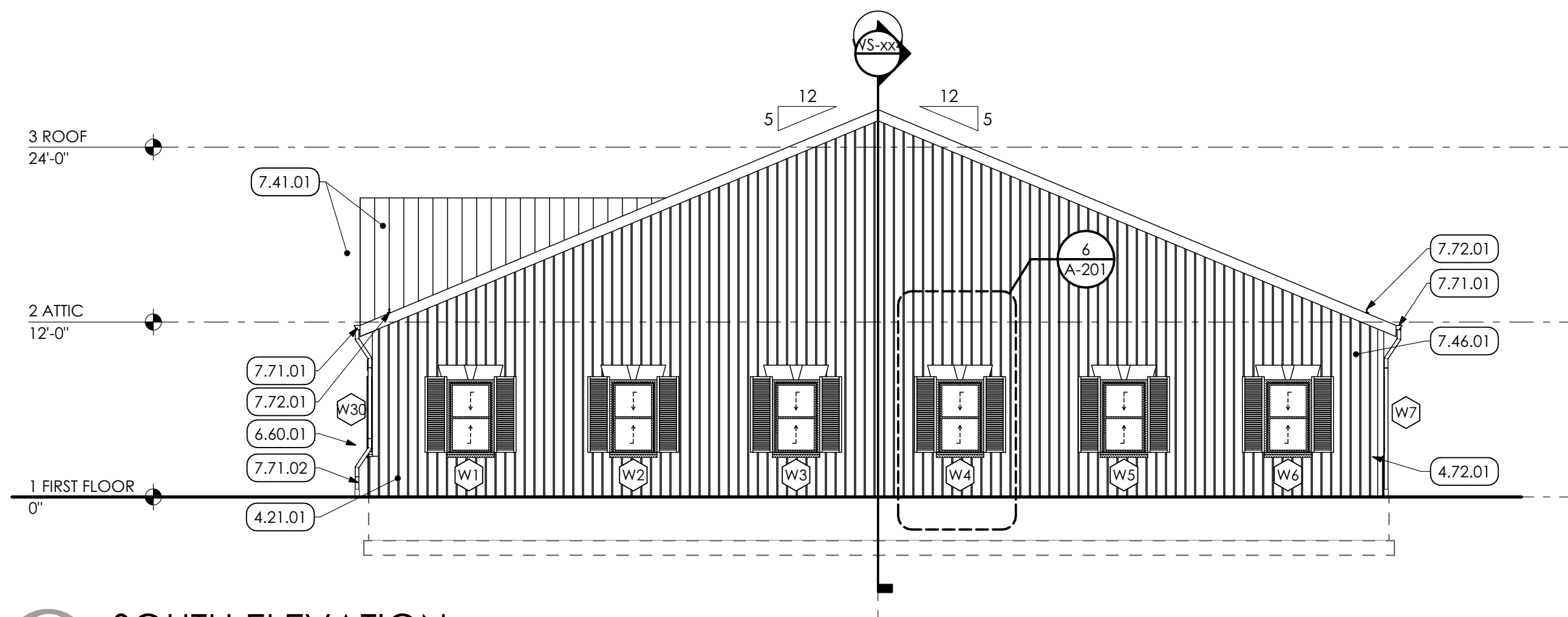
PLANTING DETAILS
NEW HARVEST
BAPTIST CHURCH

SITUATE IN: CITY OF DOVER - KENT COUNTY, DELAWARE

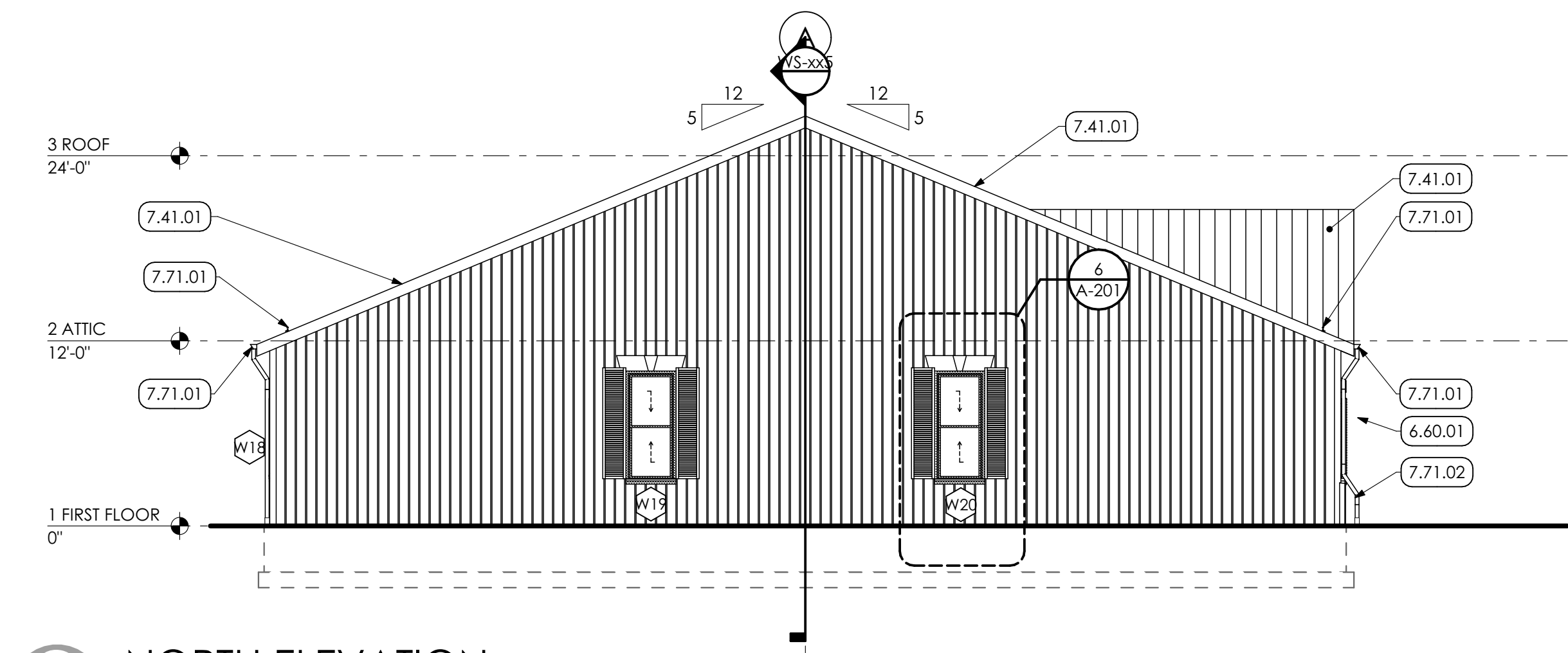
DATE: 01/31/25 SHT: LS-2



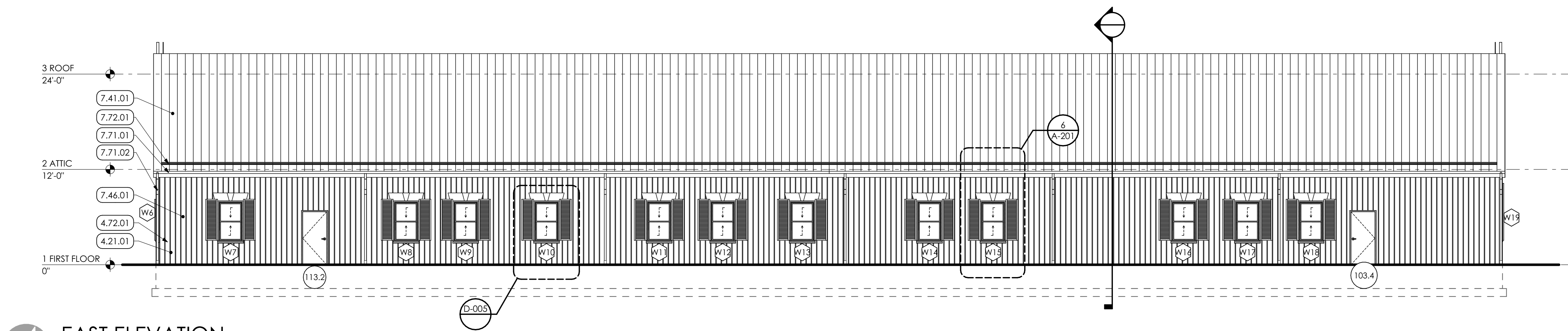
1 WEST ELEVATION
SCALE: 1/8" = 1'-0"



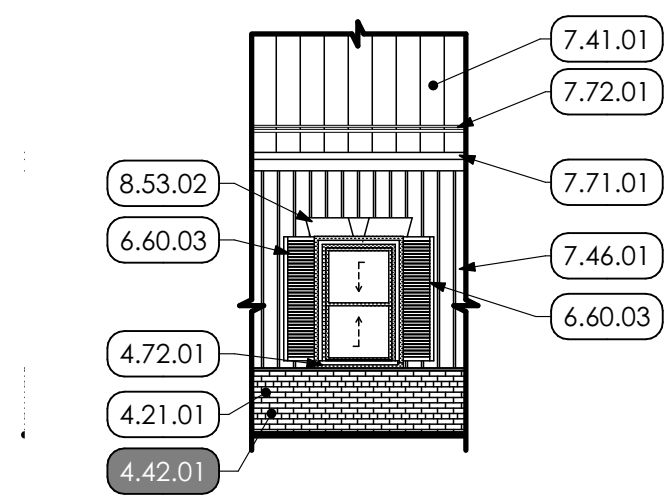
2 SOUTH ELEVATION
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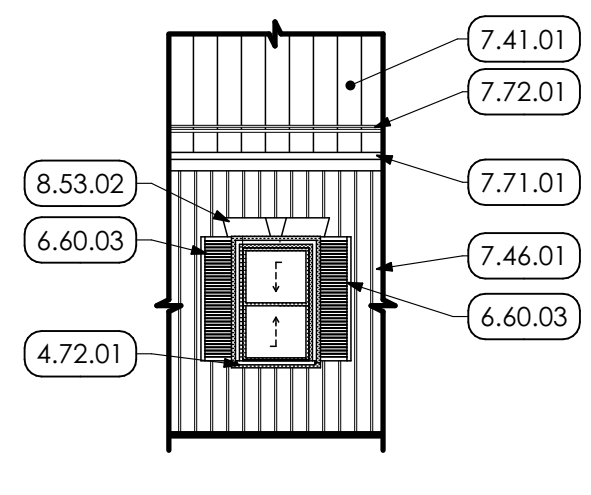
3 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



4 EAST ELEVATION
SCALE: 1/8" = 1'-0"



5 TYPICAL ENLARGED WINDOW ELEVATION
SCALE: 1/8" = 1'-0"



6 TYPICAL ENLARGED WINDOW ELEVATION
SCALE: 1/8" = 1'-0"

- KEYED NOTES**
- 04 MASONRY**
4.21 BRICK MASONRY
4' BRICK VENER, PROVIDE BRICK TIES AT 32" HORIZONTAL AND VERTICAL.
4.42 EXTERIOR STONE CLADDING
4' STONE CLADDING, PROVIDE TIES AT 32" HORIZONTAL AND VERTICAL.
4.72 CAST STONE MASONRY
4.72.01 CAST STONE SILL
- 06 WOODS, PLASTICS AND COMPOSITES**
6.60 PLASTIC FABRICATIONS
6.60.01 DECORATIVE FIBERGLASS REINFORCED PLASTIC COLUMN ENCLOSURE.
6.60.03 PREFABRICATED 15'x60" LOUVERED VINYL SHUTTER, COLOR ASBO.
- 07 THERMAL AND MOISTURE PROTECTION**
7.41 METAL ROOF PANELS
7.41.01 PREFINISHED STANDING SEAM METAL ROOF SYSTEM.
7.46 SIDING
7.46.01 6" VERTICAL METAL PANEL SIDING, COLOR ASBO.
7.71 MANUFACTURED ROOF SPECIALTIES
7.71.01 5" PREFINISHED METAL GUTTER
7.71.02 3" PREFINISHED METAL DOWNSPOUT ANCHORED TO WALL, DOWNSPOUT TO REMAIN TIGHT TO BUILDING PROFILE.
7.72 ROOF ACCESSORIES
7.72.01 TWO BAR SNOW GUARD SYSTEM, GUARD TO BE INSTALLED 2'0" FROM ROOF EDGE AND MOUNTED ON HIGH POINT OF STANDING SEAM RIB.
- 08 OPENINGS**
8.53 FIBERGLASS WINDOWS
8.53.02 NEW WINDOW CORNACE, COLOR ASBO.

Item 6.

MG MUHLBERG GREENE ARCHITECTS
ARCHITECTURAL DESIGN
INTERIOR DESIGN
CODE ANALYSIS
PLANNING SERVICES
REPORTS AND STUDIES
ENGINEERING SERVICES
HISTORIC PRESERVATION
1268 PENN AVENUE, #C-201
Address 2
WYOMISSING, PA 19610
610.376.4927
www.MG-Architects.com

PROJECT #:
4340.1

PROFESSIONAL SEAL

JAMES S SARRO AIA, LEED AP+
jimS@MG-Architects.com

GREEN DIAMOND BUILDERS
contact: STEVE JACKSON
24 MEMORIAL AVENUE
FELTON, DE 19943
302.284.1177
STEVE@GREENDIAMONDBUILDERS.COM

GREEN DIAMOND BUILDERS
NEW HARVEST BAPTIST CHURCH
1462 N. LITTLE CREEK ROAD DOVER, DE 19901

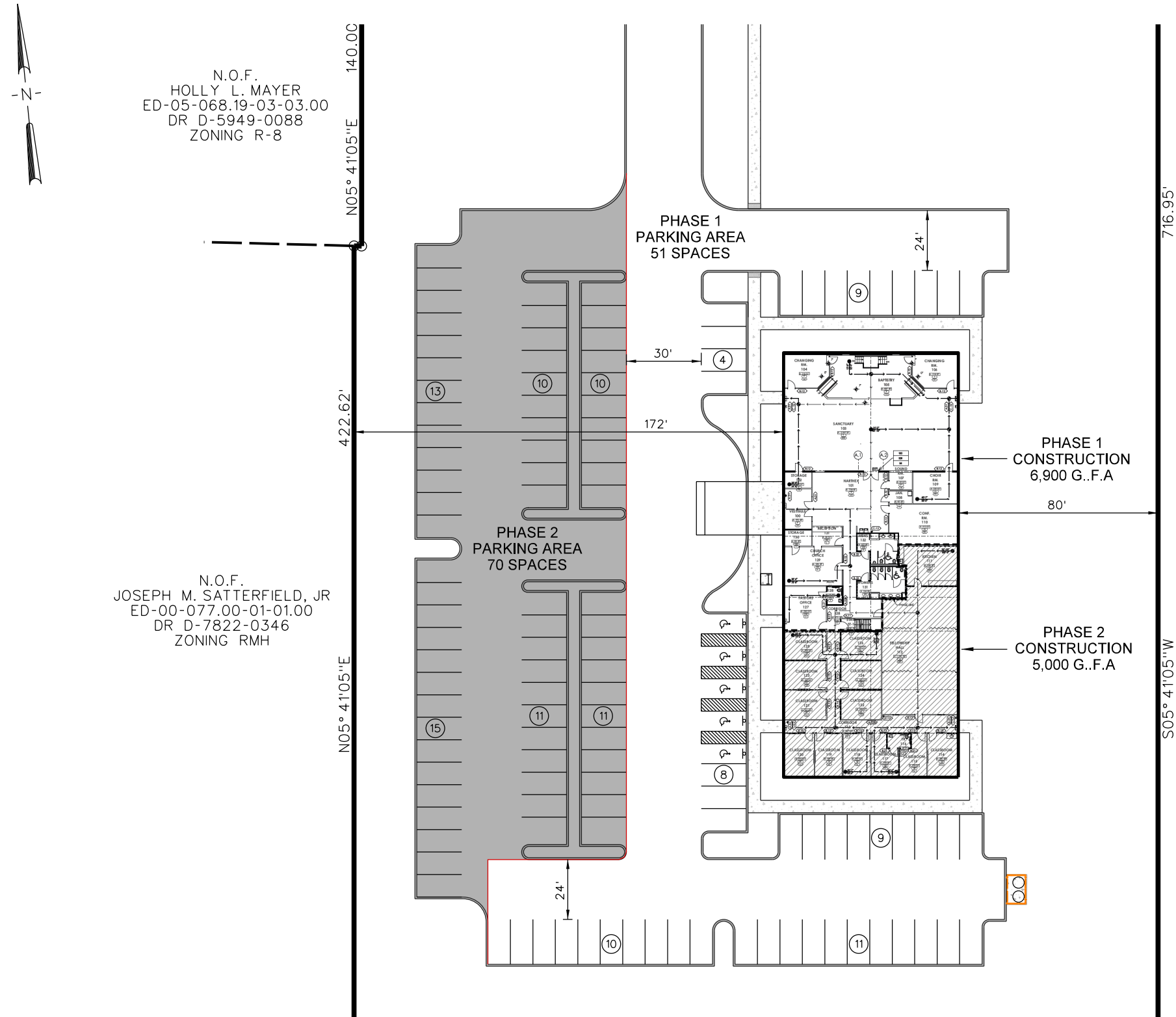
PROGRESS			
DATE: 01/25/2025			
REV. ID.	CHK. ID.	DESCRIPTION	DATE

PROJ. MGR.: JAS
P.M. e-MAIL: JimS@MG-Architects.com
DRAWN BY: BB_JNS
CLIENT PROJ #:

SHEET SCALE
0" = 1' (1" INCH LONG ON ORIGINAL DRAWING)

SHEET TITLE:
ELEVATIONS

A-201

DATA COLUMN

TAX PARCEL NO:	ED-05-068.19-03-02.00-000
ACREAGE WITHIN BOUNDARIES:	4.6686 AC (203,366 S.F.)
EXISTING ZONING:	RG-2 (GENERAL RESIDENCE)
EXISTING USE:	VACANT
PROPOSED USE:	CHURCH WITH SUNDAY SCHOOL
PROPOSED BUILDING GFA:	6,900 S.F. (PHASE 1) 5,000 S.F. (PHASE 2) 11,900 S.F. (TOTAL)
NUMBER OF SEATS:	193 SEATS
TOTAL PARKING REQUIRED:	60 SPACES $(11,900 \text{ SF}) / (1 \text{ SP} / 200 \text{ SF}) = 60$ $(193 \text{ SEATS}) / (1 \text{ SP} / 4 \text{ SEATS}) = 49$
PHASE ONE PARKING REQUIRED:	49 SPACES $(6,900 \text{ SF}) / (1 \text{ SP} / 200 \text{ SF}) = 35$ $(193 \text{ SEATS}) / (1 \text{ SP} / 4 \text{ SEATS}) = 49$
PHASE ONE PARKING PROVIDED:	51 SPACES (5 HANDICAP)
PHASE TWO PARKING PROVIDED:	70 SPACES
TOTAL PARKING PROVIDED:	121 SPACES
BUILDING CONSTRUCTION TYPE:	TYPE II (000) METAL & MASONRY
PROPOSED BUILDING HEIGHT:	12 FEET (SINGLE STORY)
VERTICAL DATUM:	NAVD 88
HORIZONTAL DATUM:	NAD 83
PERMANENT MONUMENTS FOUND:	2 (CMF)
PERMANENT MONUMENTS PLACED:	0
WATER SERVICE:	CITY OF DOVER
SEWER SERVICE:	PRIVATE ON-SITE SEPTIC
INVESTMENT LEVEL:	1
OWNER OF RECORD:	NEW HARVEST BAPTIST CHURCH PO BOX 735 DOVER, DE 19903
SITE ADDRESS:	1462 N LITTLE CREEK ROAD DOVER, DE 19901

N.O.F.
DOVER DE PARKS LLC
ED-00-068.20-01-01.00
DR D-7593-0293
ZONING RMH

NEW HARVEST CHURCH SITE PLAN ADDENDUM

SCALE: 1" = 50'



868 Greenwood Road - Greenwood, DE 19950
(302) 697-2239 - (302) 495-7244



DATA SHEET FOR MINOR SUBDIVISION PLAN REVIEW

DEVELOPMENT ADVISORY COMMITTEE MEETING OF March 5, 2025

PLANNING COMMISSION MEETING OF March 17, 2025

Plan Title:	Minor Subdivision Plan McKee Road Apartments, SB-25-01
Plan Type:	Minor Subdivision Plan
Associated Plan:	McKee Road Apartments Site Development Plan S-21-11
Location:	Northeast side of McKee Road at the intersection of McKee Road and Scarborough Road
Tax Map ID:	ED-05-067.00-02-57.00-000
Owner/Applicant:	MCKEE CAP, LLC
Combined Site Area:	78.60 +/- acres
Parcels to be Created:	Lot 1 (Proposed): 13.44 acres Lot 2 (Proposed): 59.90 acres Lot 3 (Proposed): 5.26 acres
Zoning:	RG-2 (General Residence Zone), C-2A (Limited Central Commercial Zone), and subject to the COZ-1 (Corridor Overlay Zone)
Current Use:	Vacant Land, Wooded Areas, Wetlands
Proposed Use:	Multi-family community containing sixteen (16) apartment buildings, each with twenty-four (24) units for a total of 384 Units.
Sewer & Water:	City of Dover
Approved:	Active Recreation Plan and Request for Cash-in-Lieu of Recreation Area Construction
Approved Waiver Requests:	Partial Elimination of Upright Curbing Reduction of Parking Requirement Partial Elimination of Sidewalk Along Frontage

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
D.A.C. MEETING DATE: March 5, 2025

**City of
Dover
Planning
Office**

APPLICATION: Minor Subdivision Plan for McKee Road Apartments at 1385 McKee Road

FILE #: SB-25-01

REVIEWING AGENCY: City of Dover Planning

CONTACT PERSON: Dawn Melson-Williams, AICP

PHONE #: (302) 736-7196

I. PLAN SUMMARY

This Application is the Review of a Minor Subdivision Plan to divide the 78.60-acre parcel associated with the McKee Road Apartments development project into three (3) lots. The proposed lots consist of Lot 1 of 13.44 acres; Lot 2 of 59.90 acres, and Lot 3 of 5.26 acres. The property is the subject of a Site Plan approved for development of a multi-family community consisting of garden style apartment buildings (384 units) with garages, Clubhouse with Pool, parking, and a commercial portion for future development. The property is zoned RG- 2 (General Residence Zone) and C-2A (Limited Central Commercial Zone) and subject to the COZ-1 (Corridor Overlay Zone). The property is located on the east side of McKee Road near the intersection of McKee Road and Scarborough Road. The owner of record is McKee CAP, LLC. Property Address: 1385 McKee Road. Tax Parcel: ED-05-067.00-02-57.00-000. Council District 4.

Previous Application

This property was the subject of Site Plan S-21-11 McKee Road Apartments granted conditional approval by the Planning Commission on April 18, 2022 and with Final Plan Approval granted on September 21, 2023. Site Plan S-21-11 depicts the construction of sixteen (16) three-story, garden-style Apartment Buildings each with twenty-four (24) units, sixteen (16) garage structures, a clubhouse and pool, concrete walking trail network, turf playing field, picnic areas, dog park and associated site improvements. The property at 1385-1389 McKee Road was annexed into the City of Dover in June 2020. The 78.60 +/- acre parcel was split zoned at this time with a smaller portion of the property zoned C-2A (Limited Central Commercial and the majority of the parcel zoned RG-2 (General Residence Zone). The frontage along McKee Road is also subject to the Corridor Overlay Zone (COZ-1).

Preliminary Land Use Services Review (PLUS): PLUS Review: #2021-09-05.

A development application for this property was reviewed on September 22, 2021 by the Preliminary Land Use Services. The PLUS Review is required by a City of Dover Memorandum of Understanding (MOU) for certain types of projects. This MOU requires that residential development of 125 or more dwelling units complete the PLUS Review process prior to

application submission. The applicant's response Letter of April 1, 2022 to the PLUS Review Letter is on file in the Planning Office with Application S-21-11.

II. PROJECT DESCRIPTION

The subject property is located on the northeast side of McKee Road, near the intersection of McKee Road and Scarborough Road. The property is adjacent to the Delaware Railroad corridor to the east with land owned by DNREC (and located in the County) east of the railroad. There is a mixture of properties to the southeast zoned M (Manufacturing Zone) and IO (Institutional and Office Zone), the latter being the location of North Dover Elementary School. The properties across McKee Road are all residential, being zoned primarily R-8 (One-Family Residence Zone). The McKee Road Apartments project has an approved Entrance Plan from DelDOT for an entrance aligned with the entrance to the Emerald Point Subdivision that will become a signalized intersection. The property across Scarborough Road is zoned IPM (Industrial Park Manufacturing) and is the site of Hirsh Industries, a manufacturing facility.

The Site Plan S-21-11 McKee Road Apartments only authorizes the development of the RG-2 (General Residence) zoned portion of the overall property as an Apartment Complex, using the C-2A zoned portion only for the entrance to access the Apartments. An application for the commercial portion of the property (area zoned C-2A) will need to be filed separately.

Minor Subdivision Plan (As updated 3-6-2025)

This Minor Subdivision Plan proposes to subdivide the existing lot into three (3) new lots. The existing parcel has frontage along McKee Road. See the following Table for summary of the lots.

Site	Existing Acreage	Proposed Acreage	Description
Lot 1	78.60 acres	13.44 acres	New Parcel created for part of Apartment Complex
Lot 2		59.90 acres	New Parcel created for part of Apartment Complex, Clubhouse, and Woodland/Wetland Area
Lot 3		5.26 acres	New Parcel created for the C-2A zoned area
TOTAL	78.60 acres	78.60 acres	

As noted in the Summary Table, the existing tract is to be developed as an Apartment Complex under Site Plan S-21-11. All existing or proposed new lots have frontages on McKee Road and will share a common entrance drive (Altitude Way) that crosses through each proposed lot.

III. SUBDIVISION REGULATIONS REVIEW

The procedures for subdivision of land are found in the *Land Subdivision Regulations, (Dover Code of Ordinances, Appendix A)*. Planning Staff confirms this application as a Minor Subdivision. Therefore, the Planning Commission may find the application is subject to one public hearing and

review for action by the Planning Commission followed by the administrative process to complete the Final Plat for recordation.

To subdivide the properties, the plan review must ensure that the subdivision does not create any non-conformities with the bulk standards of the *Zoning Ordinance*. These bulk standards include minimum lot size, front yard setbacks, side yard setbacks, rear yard setbacks, lot coverage, etc. See also discussion below under Zoning Review.

IV. ZONING REVIEW

RG-2 (General Residence Zone)

The majority of the property is zoned RG-2 (General Residence Zone) and is subject to the regulations of *Zoning Ordinance*, Article 3 §2 and Article 4 §4.3. The development consisting of sixteen apartment buildings, garages, and Clubhouse is a permitted use (as Garden Apartments) in the RG-2 Zone. The following Table highlights some of the lot design standards for the RG-2 zone as found in Article 4 Section 4.3 for this housing unit type of Multiple Dwellings:

Minimum Required	RG-2 (General Residence Zone)
	Multiple Dwellings
Lot area (sq. ft.)	7,000
Lot width (ft.)	100
Lot depth (ft.)	125
Front yard	30
Minimum side yard (ft.)	25
Total both side yards (ft.)	50
Rear yard (ft.)	30
Off-street parking spaces/DU	2
Maximum Permitted	
Building Height:	
Stories	3
Feet	40
Lot Coverage	60%

COZ-1 (Corridor Overlay Zone)

A portion of this site is also subject to the Corridor Overlay Zone along McKee Road but aligned to the layout of old McKee Road. The *Zoning Ordinance* details the requirements of the COZ-1 in Article 3 §27 and its subsections. The Corridor Overlay Zone as a planning and growth management tool is designed to foster an attractive, efficient, and economically vibrant urban corridor along Route 8/Forrest Avenue and Saulsbury/McKee Roads. To this end, more stringent standards are applied to development taking place in the corridor.

The proposed Clubhouse Building is the only part of the proposed Site Plan that lies within the boundaries of the COZ-1 (Corridor Overlay Zone). The compliance of the project with the COZ-1 requirements involves the Clubhouse Architecture and building placement, parking placement, sidewalks, and landscape buffers.

The COZ-1 does include some bulk standard requirements including a minimum 60-foot/maximum 80-foot setback for buildings within the COZ-1 area; this impacts part of Lot 2 and Lot 3). There is also a minimum of 25% of each lot to consist of landscaped open space.

C-2A (Limited Central Commercial Zone)

The proposed Lot 3 of the property is zoned C-2A (Limited Central Commercial Zone) and is subject to the regulations of *Zoning Ordinance*, Article 3 §14 and Article 4 §4.14.

Minimum Required	C-2A (Limited Central Commercial Zone)
Lot area (sq. ft.)	-
Lot width (ft.)	-
Lot depth (ft.)	100
Front yard	15
Side yard (ft.)	None Required, but 5 feet minimum if provided
Rear yard (ft.)	20 feet above ground floor. At ground floor, 5 feet required.
Side or rear yards which adjoin a residential zone	25
Off-street parking spaces	
Per 300 SF floor area	1
Per employee (whichever is greater)	1
Maximum Permitted	
Building Height:	
Stories	6
Feet	75
Floor Area Ratio	4.0

V. PARKING SUMMARY

The parking requirement for apartments is based on a rate of two (2) parking space per dwelling unit plus 0.25 space per dwelling unit for visitor parking and one parking space for every 200 SF of office space. Based on the number of dwelling units (384 units), this site would require 864 parking spaces. The Site Plan as approved identifies a total of 775 parking spaces, including handicapped parking spaces; there are also bicycle parking spaces. Vehicle parking is provided in front of each apartment building as open-space parking lots, with an additional sixteen (16) garage structures each containing five (5) parking spaces each interspersed throughout the parking lots. A Waiver Request for a Reduction in the Required Number of Parking Spaces was previously granted with the condition that space be reserved to create 50 parking spaces if needed. When the C-2A zoned area is developed it will be subject to parking requirements.

VI. SITE CONSIDERATIONS

Access

There is one entrance approved for the overall site. The entrance drive is to be located across from the Emerald Pointe Subdivision and meander across the property first along the east side of the portion of the property zoned C-2A (Lot 3) before extending in a northeast direction to get to the Apartment Buildings on Lots 1 and 2. There are limitations placed on the property by DelDOT which prohibit a second access point off of McKee Road or Scarborough Road.

Rear Emergency Access

Emergency rear access is required for some residential dwelling types. According to Article 5, Section 17 of the *Zoning Ordinance*, an 18 ft. wide Secondary Fire Lane or 18 ft. wide subgrade emergency access lane is required for Apartments that are 2-3 stories to serve as rear access. This is to provide access to rear building areas. The Site Plan shows Subgrade Emergency Access Lanes being provided to access the rear of each of the (16) Apartment Buildings.

Sidewalks

The Site Plan details the sidewalks across the entirety of the site connecting pedestrians from one apartment building to the next, providing access from the vehicle parking areas to each of the apartment buildings, and connecting the Apartment Buildings to the Community Clubhouse.

Approved Waiver Request: Partial Elimination of Frontage Sidewalk

Sidewalks are required along the McKee Road/ Scarborough Road street frontages of the site (*Zoning Ordinance*, Article 5 Section 18). Previously, the Site Plan was granted a waiver to eliminate the potential of the frontage sidewalk from the Old McKee Road/ Scarborough Road intersection then east in the area of the grade change. The approved plan shows a sidewalk/multi-use path for the remainder of the frontage.

VII. TREE PLANTING AND LANDSCAPE PLAN

Zoning Ordinance, Article 5 Section 16 lays out the requirements for tree planting and preservation. A new project is required to provide tree planting at a rate of one (1) tree per 3,000 SF of “Development Area.” This property consists of a mixture of woodlands, wetlands, and open vacant land. The applicant has limited the disturbance of the woodlands. The southern portion of the property (to be included in Lot 2) includes a large woodland area with wetlands. The Site Plan S-21-11 outlined the tree plantings for the apartment complex development area.

COZ-1 Landscape/ Tree Requirements

The portion of the property along McKee Road is in the Corridor Overlay Zone (COZ-1). The COZ-1 has additional planting requirements of one tree per 50 feet of road frontage. Site Plan S-21-11 shows the required tree plantings along the McKee Road frontage and in front of the Clubhouse.

Wetland Area

Included on the Site Plan are also details on riparian buffer plantings encompassing 1.63 acres where the applicant has requested a reduction in the 100-foot buffer required from wetlands. A reduction to 50 feet can be requested with the planting of a riparian buffer consisting of native vegetation or the retention of existing trees and vegetation.

VIII. ACTIVE RECREATION AREA

The *Zoning Ordinance*, Article 5 Section 10 sets out requirements to preserve areas of open space within residential developments which are designed to provide buffer spaces between developing areas, to preserve existing natural and historic features and to establish a network of open spaces within the built environment to provide a balance between developed and undeveloped lands, wildlife habitat conservation, the preservation of scenic view corridors, and to provide residents opportunities to engage in passive recreational activities. The Site Plan S-21-11 outlines the Active Recreation Area components and the approval for Cash-in-lieu of Recreation Area for the deficient area.

IX. CITY AND STATE CODE REQUIREMENTS:

The subject proposal has been reviewed for code compliance, plan conformity, and completeness in accordance with the agency's authority and area of expertise. The following items have been identified as elements which need to be addressed by the applicant

- 1) An updated Subdivision Plan was received March 6, 2025 to update the Lot labels for consistency.
- 2) The Subdivision Plan should also list the action taken on all Waivers and Active Recreation Area Cash-in-Lieu associated with Site Plan S-21-11. Some of these are listed in the General Notes.
- 3) Minor Subdivision Sheet:
 - a) Site Data:
 - i) Clarify the application number as the Minor Subdivision is SB-25-01 and Site Plan is S-21-11. Also, in the title block area.
 - ii) In Item 6, list the zoning of C-2A.
 - iii) List the Lot Labels in Item 17.
 - iv) Also list the setbacks for C-2A and the COZ-1 zones.
 - v) Check spelling.
 - b) On the Drawing
 - i) Update property owner information for the tract as drawing labels says MEB Properties, LLC.
 - ii) Show the location of the COZ-1 (Corridor Overlay Zone).
 - iii) Label the riparian buffer areas.
 - iv) Show side yard setbacks along proposed property lines.
 - c) Add zoning labels along delineation line between area zoned RG-2 and C-2A.
 - d) Remove the Sheet Index. Listing from Site Plan S-21-11, a note referencing the Site Plan set can be listed.
- 4) A second sheet depicting the building locations and other development information is needed to confirm setback compliance.
- 5) The Record Plan Sheet must document and identify any existing and proposed easements for cross access, utilities, drainage, etc. associated with the subdivision of these lots. The

appropriate easements for access and utilities between the properties must be created and shown on the drawing and/or by note.

- 6) The Final Plan set must include notes documenting any action taken by the Planning Commission and must list any additional conditions of approval.
- 7) The Final Record Plat submission must include requirements described in *Dover Code of Ordinances*, Appendix A: Land Subdivision Regulations, Article IV, C. Plat, and any additional requirements of the Planning Commission.
- 8) The formal Record Plan will need to be recorded upon completion of the approval process with any corrections identified by the reviewing agencies.

X. RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

The *Land Subdivision Regulations*, Article I. Purpose, indicates that the regulations are adopted in order to promote and protect the public health, safety, convenience, and general welfare; ensure the orderly growth and development of the City, the conservation, protection and proper use of land, and adequate provision for housing, recreation, circulation, utilities, and services; and safeguard the City from undue future expenditure for the maintenance of streets and public spaces.

- 1) This Minor Subdivision Plan creates three (3) lots out of the existing parcel. The existing lot is proposed for development under a separate Site Plan S-21-11 McKee Road Apartments. The Subdivision Plan generally appears to comply with the *Land Subdivision Regulations* and bulk standards of the RG-2 Zone, C-2A zone, and COZ-1.

Other agencies may recommend additional conditions and safeguards in accordance with their areas of expertise. The Recommended Additional Considerations to Meet Code Objectives are offered for consideration by the Planning Commission.

1) ADVISORY COMMENTS TO THE APPLICANT:

In the event, major changes and revisions to the Minor Subdivision Plan occur in the finalization of the Plan contact the Department of Planning and Inspections. These changes may require resubmittal for review by the Development Advisory Committee, Planning Commission, or other agencies making recommendations in regard to the plan.

- 2) Following Planning Commission approval of the Minor Subdivision Plan, the Plan must be revised to meet all conditions of approval from the Development Advisory Committee or as otherwise noted. A Check Print must be submitted for review by Planning Office Staff. Upon determination that the Plan is complete and all agency approvals have been received, copies of the Plan must be submitted for final endorsement prior to recordation at the Kent County Recorder of Deeds Office.
- 3) Other agencies and departments which participate in the Development Advisory Committee

may provide additional comments related to their areas of expertise and code requirements.

- 4) The applicant shall be aware that Minor Subdivision Plan approval does not represent a site development approval, a Building Permit, and associated construction activity permits. A separate application process is required for review and approvals for development activity from the City of Dover.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.

CITY OF DOVER

Item 7.



DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: FEBRUARY 26, 2025



APPLICATION: Minor Subdivision Plan for McKee Road Apartments at
1385 McKee Road

FILE #: SB-25-01

REVIEWING AGENCY: City of Dover Department of Public Works and Water & Wastewater

CONTACT PERSON: Jason A. Lyon, P.E., Director of Water & Wastewater / Engineering Services

CONTACT PHONE #: 302-736-7025

CONTACT EMAIL: jlyon@dover.de.us

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

SANITATION / STORMWATER / STREETS / WATER / WASTEWATER / GENERAL

1. Our office has no objection to the minor subdivision plan.
2. This project was originally approved as application S-21-11. All requirements for that approval will remain in effect. The original plan required all water / wastewater and stormwater infrastructure to be privately owned and maintained. A maintenance agreement between all future property owners must be drafted by the developer and provided to staff for review and approval.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

SANITATION / STORMWATER / STREETS / WATER / WASTEWATER / GENERAL

1. None.

ADVISORY COMMENTS TO THE APPLICANT

SANITATION / STORMWATER / STREETS / WATER / WASTEWATER / GENERAL

1. None.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER ELECTRIC
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: FEB 26, 2025

APPLICATION: Minor Subdivision Plan for McKee Road Apartments at
1385 McKee Road

FILE #: SB-25-01

REVIEWING AGENCY: City of Dover Electric Department

CONTACT PERSON: Shawn Burgett, Engineering Services & System Operations Superintendent

CONTACT PHONE #: 302-674-7568

CONTACT EMAIL #: sburgett@dover.de.us

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

ELECTRIC

1. The roadway and curbing must be in.
2. The right-of-way must be within 6" of final grade.
3. The property corners must be staked.
4. Owner is responsible for locating all existing underground electric, communications and water facilities.
5. Owner is responsible for installing all conduits and equipment pads per the City of Dover Engineering Department specifications.
6. Owner is responsible for site and/or street lighting.
7. Meter locations will be determined by City of Dover Engineering Department.
8. Load sheets and AutoCAD compatible DXF or DWG diskettes of site plans, including driveways, are required prior to receiving approved electrical construction drawings.
9. Any relocation of existing electrical equipment will be engineered by the City of Dover Electric Department. Developer may be required to perform a quantity of the relocation. Any work performed by the City of Dover will be at the owner's expense.
10. Prior to construction, owner is responsible for granting an easement to the City of Dover Electric Department. Easement forms will be furnished and prepared by the City of Dover Electric Engineering Department.
- 11. Fees will be assessed upon final site plans. The owner will be responsible for fees assessed prior to construction. Owner is required to sign off plans prepared by the Electric Department.**
12. Must maintain 10' clearance around all electrical equipment, unless pre-approved by the City of Dover Electric Engineering Department.

13. Prior to the completion of any/all designs and estimates, the owner is responsible for providing the Electric Engineering Department with a physical address of the property.
14. All Engineering and design for Dover Electric will be engineered upon final approved plans. All Engineering work will be furnished by the City's Electric Engineering Department.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

ELECTRIC

1. Owner must give the City of Dover Electric Department three (3) months' notice prior to construction. Owner is responsible for following the requirements outlined in the City of Dover's Electric Service Handbook. The handbook is available on the website at the following link: <https://evogov.s3.amazonaws.com/media/27/media/13108.pdf>.

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC

1. Provide load sheets as soon as possible for proper sizing of transformers and creation of primary fee estimates. Fillable load sheets are available on the website at the following link:
<https://www.cityofdover.com/media/Electric%20Department/COD%20Electric%20Load%20Sheet.pdf>.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: 02/26/25

APPLICATION: Minor Subdivision Plan for McKee Road Apartments at 1385 McKee Rd

FILE #: SB-25-01 REVIEWING AGENCY: City of Dover, Office of the Fire MarshalCONTACT PERSON: Jason Osika, Fire Marshal
josika@dover.de.usPHONE #: (302) 736-4457

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY, AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESS BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS:

1. Proposal is a minor subdivision plan to divide the 78.60 acre parcel into three lots. This office has no objections.
2. Every house, building or structure used or intended for use as living quarters or as a place for conducting business, and having any wall facing or abutting any public or private street or alley, shall have displayed on that wall, in legible, easily read characters which are of contrasting color to the background, the proper street number for such house, building, or structure in accordance with the following:

One-family and two-family residential structures, height, the number shall measure a minimum of four inches in height, *location*, the number shall be placed on the house above or to the left or right of the front entrance, *color*, the number shall be contrasting to the background color, *Arabic numerals*, all numbers shall be Arabic numerals.

Multiple-family dwellings, measurements, the number shall measure a minimum of six inches when identifying individual apartments with exterior doors, and 12 inches when identifying buildings with apartment complexes where there are two or more buildings not assigned street addresses. Individual buildings with street addresses shall have numbers measuring six inches, *location*, numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot, *color*, numbers shall be contrasting to the background color, *Arabic numerals*, all numbers used shall be Arabic numerals.

Commercial, industrial and office buildings, height, the numbers shall measure a minimum of 12 inches in height, *location generally,* numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot,

property line or driveway, should the building be located far enough from a public or private road so that the numbers are not clearly visible from the street, then the street address shall also be posted on the property at or near the property line or driveway to said building,

color; each building, numbers shall be contrasting to the background color and shall be placed on each building in the complex,

Arabic numerals, all numbers used shall be Arabic numerals,

Shopping centers. Shopping centers consisting of two or more stores shall have a tenant or suite number affixed to the front of the tenant space and on the outside of the rear door which corresponds with that tenant space. Numbers shall measure six inches in height.
(City of Dover Code of Ordinances, 98-344)

3. Project to be completed per approved Site Plan.

ADDITIONAL / SPECIFIC REQUIREMENTS TO OBTAIN APPROVAL:

1. Plan shouldn't interfere with S-21-11

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY

DEDOT

APPLICATION: Minor Subdivision Plan for McKee Road Apartments at 1385 McKee Road

FILE#: SB-25-01

REVIEWING AGENCY: DelDOT

CONTACT PERSON: Brian Williams

PHONE#: 302-760-2141

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY & STATE CODE REQUIREMENTS:

No person, firm, corporation or the like shall construct, open, reconstruct, maintain, modify or use any crossing or entrance onto a state-maintained highway, street or road, including any drainage modifications leading into or carried by the highway drainage system, without first having complied with standards and regulations adopted by the Department and having obtained a permit issued by the Department. Please contact the Delaware Department of Transportation - Development Coordination section to begin permit process.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

ADVISORY COMMENTS TO THE APPLICANT:

1. A project coordination meeting is required with the Department.



KENT CONSERVATION DISTRICT

Item 7.

1679 SOUTH DUPONT HIGHWAY • DOVER, DELAWARE 19901 • (302) 608-5370 • WWW.KENTCD.ORG

**CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
MARCH 2025**

APPLICATION: Minor Subdivision Plan for McKee Road Apartments at 1385 McKee Road

FILE #: SB-25-01

REVIEWING AGENCY: Kent Conservation District

CONTACT PERSON: Cullen Baker

PHONE: (302) 608 - 5370

EMAIL: stormwater@kentcd.org

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE. THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

Source: 2019 Delaware Sediment and Stormwater Regulations

ADVISORY COMMENTS TO THE APPLICANT:

1. Since the plan for the apartments has already been approved and is about to begin construction, we will require an executed shared use agreement to be submitted for the newly subdivided lots. One that covers the amount of stormwater discharge and maintenance responsibility for the stormwater facilities.
2. A letter of no objection to recordation will be provided upon acceptance of the shared use agreement.

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
ADVISORY BRIEF
D.A.C. MEETING DATE: 3/5/2025

**Dover/Kent
County
Metropolitan
Planning
Organization**

SB-25-01 Minor Subdivision Plan for McKee Road Apartments at 1385 McKee Road

FILE # SB-25-01 REVIEWING AGENCY: Dover/Kent County MPO

CONTACT PERSON: Malcolm Jacob PHONE #: (302) 387-6030

Attached, please find comments submitted by Dover Kent MPO for each of the current City of Dover Development Advisory Committee (DAC) applications. These comments are a part of the MPO's ongoing goals of promoting transportation safety and connectivity within the region. They are submitted in accordance with the support given by the MPO Council on November 6, 2024.

Issues of concern to the MPO are effective transit, reducing the amount of vehicle emissions by shortening or eliminating trips, and facilities for alternative modes of transportation, including bicycle and pedestrian access. The MPO considers the bicycle facilities required by the City of Dover to be the standard for all applications, not to be waived.

City of Dover Planning Commission
Minor Subdivision Plan Review

SB-25-01 Minor Subdivision Plan for McKee Road Apartments at 1385 McKee Road

Dover Kent MPO strongly opposes the building of residential units adjacent to an active freight railroad line. In 2022 the MPO provided comments for Site Plan S-21-11, which recommended that the application be denied, and that the property be rezoned for industrial or heavy commercial use.¹ These comments cited the City of Dover 2019 *Comprehensive Plan*² and the 2018 *Dover/Kent County Metropolitan Planning Organization Rail Zoning Study*,³ both of which emphasized **the need for preserving rail-adjacent parcels for industrial uses**.

¹ City of Dover, Delaware Planning Commission (Meeting Packet). City of Dover (2022). <https://evogov.s3.us-west-2.amazonaws.com/meetings/27/attachments/12570.pdf#page=117>.

² City of Dover Comprehensive Plan. City of Dover (2020). <https://delplan.org/wp-content/Plans/Dover/Dover%202019%20Comprehensive%20Plan%20Adopted%201-13-2020%20Complete.pdf#page=123>.

³ Dover/Kent County Metropolitan Planning Organization Rail Zoning Study. Dover/Kent County MPO (2018). <https://doverkentmpo.delaware.gov/files/2018/11/Final-Rail-Study-November-14-NOV-18-FINAL-version.pdf#page=17>.



More recently, Dover Kent MPO completed the 2022 *Rail Land Use Corridor Study*.⁴ In addition to identifying parcels in Kent County along existing rail lines, this study provided strong recommendations for creating rail-specific zoning categories, supporting rail-dependent uses along railroad lines, and discouraging residential development on these properties in particular. The study discussed the many conflicts that can arise when residential units are built along active railroad lines. These include noise pollution, vibrations caused by passing trains, and most notably, the safety concerns. Doing so also reduces the amount of rail-adjacent land that may be used for industrial and other rail-dependent purposes in the future.

The *Dover Municipal Freight Plan*, which was approved by the Dover City Council on February 10, 2025, also recommends preserving properties along freight routes for freight-related purposes.⁵ Given that the property abuts the railroad, and that McKee Road is one of the City of Dover's designated truck routes,⁶ the property is an ideal candidate for such purposes.

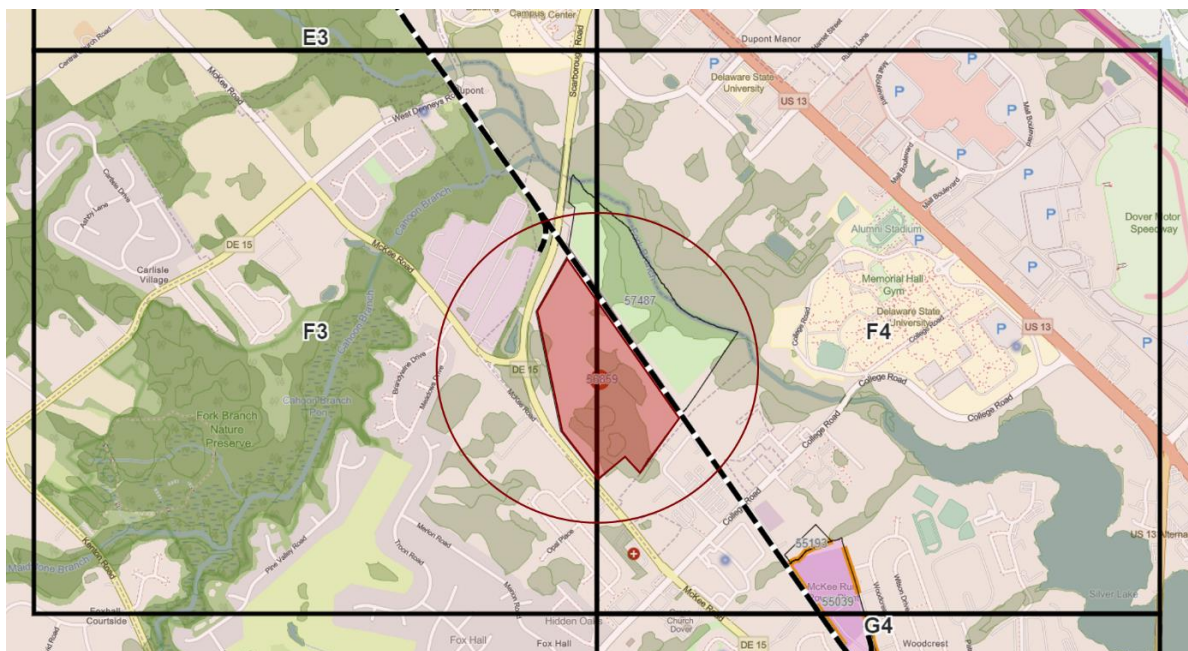


Figure 1: Tiles F3 and F4 of the Rail Land Use Corridor Study. The McKee Road Apartments parcel is in the center (shaded polygon), and it is adjacent to the active railroad (dotted line). Source: Kent County Rail & Freight Study - Interactive Map.

Dover Kent MPO maintains the opinion that the property should not be used for residential purposes. However, if residential units are to be constructed as currently planned, the site plan should be significantly revised to mitigate conflicting uses. A **wider buffer** should be used to distance the residential units from the railroad tracks. (The 2018 *Rail Zoning Study* noted that a buffer of at least 150 feet is recommended in much of the existing literature). The

⁴ Rail Land Use Corridor Study. Dover/Kent County MPO (2022).

<https://doverkentmpo.delaware.gov/files/2023/01/Rail-Corridor-Land-Use-Study-Final-September-2022.pdf#page=18>.

⁵ Dover Municipal Freight Plan - Study Page. Dover/Kent County MPO (2025).

<https://doverkentmpo.delaware.gov/dover-municipal-freight-plan/>.

⁶ Ordinance #2024-05. City of Dover (2024). <https://www.cityofdover.com/media/Government/Ordinances-Resolutions-Tributes/2024/Ordinance%202024%20-05%20-%20Amending%20Chapter%20106%20-%20Traffic%20and%20Vehicles%20Sec%20106-17%20Truck%20Routes%20-%20ADOPTED.pdf>.



space nearest to the railroad tracks would be better suited for vehicle parking or another purpose, rather than apartment buildings. A barrier (berming, heavy landscaping, fencing, etc.) should also be used to reduce the impacts of noise pollution and prevent access to the railroad tracks by foot. Appendix D of the 2022 *Rail Land Use Corridor Study* provides various strategies for reducing conflict with an active railroad line. If more information on this topic is needed, please contact the MPO.

The plan includes sidewalks and crosswalks within the property that will serve to connect the buildings. However, sidewalks along McKee Road are not planned for the majority of the property's frontage. This section of McKee Road has a posted speed limit of 45 mph, an Annual Average Daily Traffic (AADT) of 15,730, and a Level of Traffic Stress (LTS) between 3 and 4. This existing data suggests the roadway is currently unsafe for bicyclists and pedestrians, especially the eastern side of the road, which lacks the necessary facilities.

Furthermore, the previous crashes on the roadway are worth considering. Between 2009 and 2024, there were a total of 142 crashes on McKee Road in front of the property. Of these, three (3) crashes resulted in fatalities. Five (5) of the crashes involved bicyclists. The locations with a disproportionately high number of crashes are the intersection of McKee Road and Scarborough Road, and the intersection of McKee Road and Gemstone Boulevard.



Figure 2: Option 1 for improvements to McKee Road in between Scarborough Road and Gemstone Boulevard. Source: McKee/Saulsbury Road Corridor Study Final Recommendations Report (p. 68).

As discussed in the 2023 *McKee/Saulsbury Road Corridor Study Final Recommendations Report*, a pedestrian path should be built along the property's frontage, extending as far north as the intersection of McKee Road and Scarborough Road. This would benefit residents of the apartment buildings by providing them with additional pedestrian and bicycle connections.⁷ A **10-foot-wide multi-use path** is recommended, as this would mirror the path on the western side of the road. A **crosswalk** should also be added at the intersection, connecting both sides of McKee Road.

A 384-unit subdivision is likely to put significant strain on the surrounding roadways, especially during peak travel hours. This is made even more apparent by the fact that the plan features only one entrance to the new neighborhood. Dover Kent MPO's Metropolitan Transportation Plan, *Innovations 2050*, features an analysis of projected Volume-to-Capacity ratios (V/C) for Kent County's major roadways as far ahead as 2050; it reveals that even in 2022, McKee Road is **severely over-capacity**, especially during the AM travel time.⁸ In addition, residents of the Emerald Pointe neighborhood have previously asked the MPO about the status of signalization at the intersection of McKee Road and Gemstone Boulevard, citing the existing congestion issues. The DelDOT Traffic Impact Study (TIS) from 2021 examined the current and future traffic needs of the corridor. This study confirmed that with the full buildout of McKee Road Apartments, a **signalized intersection** would be necessary to prevent a negative impact towards Level of Service (LOS) and serious delays on both side-streets during peak travel hours. The applicant should work with DelDOT to ensure this is done alongside the construction.

Bicycle racks should be included in the plan, in order to meet the City of Dover's requirements on bicycle parking. This should be done at a rate of one (1) bicycle parking space for every twenty (20) vehicle parking spaces. (See Dover Code – Appendix B, Article 6, Section 3.10.)⁹ If more information on various types of bike racks is needed, please contact Dover Kent MPO.

Finally, there will need to be **accessible parking spaces** on the property. Several of these spaces should be added close to the entrance of each building, and they should be accompanied by ADA ramps. Accessible parking spaces should also be placed so that users do not have to walk into the path of approaching vehicles.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.

⁷ McKee/Saulsbury Road Corridor Study Final Recommendations Report. Dover/Kent County MPO (2023). <https://doverkentmpo.delaware.gov/files/2023/05/McKee-Saulsbury-Final-Rec-Rpt-May-2-2023.pdf#page=68>.

⁸ Innovations 2050. Dover/Kent County MPO (2025). <https://doverkentmpo.delaware.gov/files/2025/01/Innovations-2050-FINAL-1-8-2025-compressed-with-cover.pdf#page=92>.

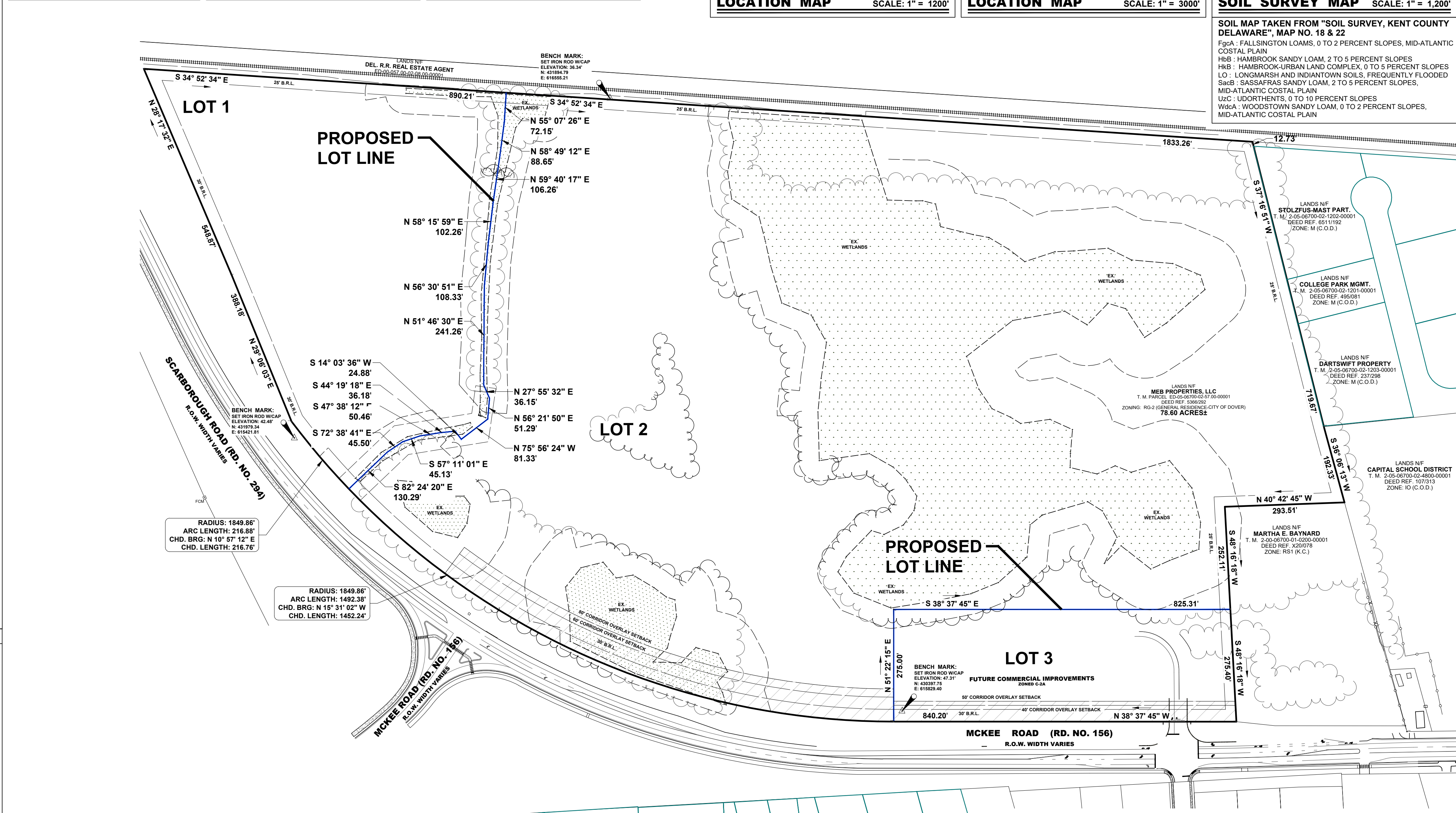
⁹ Dover Code: Appendix B, Article 6, Section 3.10. City of Dover. https://library.municode.com/de/dover/codes/code_of_ordinances?nodeId=PTIICOR APXBZO ART6OREPAD RLOFA S3REOREPASP.



SITE DATA	
1. OWNER OF RECORD:	MCKEE CAP LLC 105 FOULK RD. WILMINGTON DE, 19803 (302) 429-8700
2. ENGINEER / SURVEYOR:	BECKER MORGAN GROUP INC. 309 SOUTH GOVERNORS AVENUE DOVER, DE 19904 (302) 734-7950
3. CITY OF DOVER APP. NO.	S-21-11
4. PROPERTY ADDRESS:	1385 MCKEE ROAD DOVER, DE 19901
5. PROPERTY MAP NUMBER:	2-05-0870-00-02-57-00-00001
6. ZONING CLASSIFICATION:	RG-2: GENERAL RESIDENCE (CITY OF DOVER) COZ-1 - CORRIDOR OVERLAY ZONE
7. DEED SUMMARY:	D.R. 5366/292, D.R. 463/180
8. PLAT REFERENCE:	
9. NUMBER OF LOTS:	EXISTING: 1
10. SITE AREA:	LOT 1: 13.44 ACRES (585,534 SQFT) LOT 2: 59.90 ACRES (2,609,438 SQFT) LOT 3: 5.26 ACRES (229,267 SQFT) TOTAL PARCEL: 78.60 ACRES (3,423,816 SQFT) WOODLAND AREA: 42.5 ACRES (3,423,816 SQFT) WOODLAND TO REMAIN: 38.49 ACRES (3,423,816 SQFT) 1 TREE/3000 SQFT OF DEVELOPMENT AREA AREA OF DEVELOPMENT: 1,291,963 SQFT (29.72 ACRES) 1 / 3000 SQFT = 431 TREES ADDITIONAL REQUIREMENTS FOR RIPARIAN BUFFERS (1.94 ACRES OF AREA) 139 TREES (CANOPY AND UNDERSTORY TREES VARYING IN HEIGHT AND SIZE) 59 SHRUBS (1 GAL POTS OR BARE ROOTS) (SEE LANDSCAPE PLAN) ADDITIONAL REQUIREMENTS FOR CORRIDOR OVERLAY ZONE: EACH LOT SHALL SHALL HAVE A LANDSCAPED OPEN SPACE OF AT LEAST 25 FEET IN WIDTH, MEASURED FROM THE BACK OF CURB ALONG THE ENTIRE FRONTAGE OF THE LOT, EXCEPT AT POINTS OF SITE ACCESS. TREES SHALL BE PROVIDED ALONG THE FRONTAGE PERIMETER AT A MINIMUM RATE OF ONE TREE FOR EACH 50 LINEAR FEET OF FRONTAGE. (49 TREES REQUIRED) REQUIREMENT: 1 / 3000 SQFT = 431 TREES
11. LANDSCAPING REQUIREMENT:	ADDITIONAL REQUIREMENTS FOR RIPARIAN BUFFERS (1.94 ACRES OF AREA) 139 TREES (CANOPY AND UNDERSTORY TREES VARYING IN HEIGHT AND SIZE) 59 SHRUBS (1 GAL POTS OR BARE ROOTS) (SEE LANDSCAPE PLAN) ADDITIONAL REQUIREMENTS FOR CORRIDOR OVERLAY ZONE: EACH LOT SHALL SHALL HAVE A LANDSCAPED OPEN SPACE OF AT LEAST 25 FEET IN WIDTH, MEASURED FROM THE BACK OF CURB ALONG THE ENTIRE FRONTAGE OF THE LOT, EXCEPT AT POINTS OF SITE ACCESS. TREES SHALL BE PROVIDED ALONG THE FRONTAGE PERIMETER AT A MINIMUM RATE OF ONE TREE FOR EACH 50 LINEAR FEET OF FRONTAGE. (49 TREES REQUIRED) REQUIREMENT: 1 / 3000 SQFT = 431 TREES
12. ACTIVE RECREATION AREA:	PROVIDED: 384' x 275' = 105,600 SQFT +/- 12,000 SQFT CLUBHOUSE/POOL AREA +/- 38,800 SQFT ACTIVE MANICURED TURF FIELD +/- 18,570 SQFT ACTIVE CONCRETE WALKING TRAILS +/- 7,800 SQFT DOG PARK +/- 15,200 SQFT PICNIC AREAS 92,370 SQFT (13,230 SQFT DEFICIT)
13. PRESENT USE:	VACANT LAND
14. PROPOSED USE:	MULTI-FAMILY COMMUNITY
15. PROPOSED BUILDING:	BUILDING: 3-STORY, 24 UNITS, +/-10,000 S.F. (FOOTPRINT) +/- 30,000 S.F. TOTAL TYPE II-B
16. BUILDING TYPE:	EXISTING: <1% - 14,560 S.F. (0.33 ACRES) 60% MAX IMPERVIOUS ALLOWED
17. IMPERVIOUS COVERAGE:	PROPOSED 212,630 S.F. (4.88 AC.) - 4.88 AC. / 13.44 AC. = 36% IMPERVIOUS COVERAGE LOT 2: 339,560 S.F. (7.79 AC.) - 7.79 AC. / 59.9 AC. = 13% IMPERVIOUS COVERAGE 29,730 S.F. (0.68 AC.) - 0.68 AC. / 5.26 AC. = 13% IMPERVIOUS COVERAGE
18. PARKING CALCULATIONS:	APARTMENTS 2 PER DWELLING AND 1 FOR EVERY 200 SQ.FT. OFFICE SPACE AND 0.25 PER DWELLING UNIT FOR VISITOR SPACE. REQUIRED: 864 PROVIDED: 775 PARKING SPACES (WAIVER OF 96 SPACES WITH AN AREA EQUIVALENT TO 50 SPACES IF NEEDED.) SURFACE PARKING: 695 PARKING SPACES GARAGE PARKING: 80 PARKING SPACES HANDICAP PARKING SPACES: 32 LOADING BERTHS: N/A REQUIRED / BLD: 2.25 SPACES / UNIT @ 24 UNITS /BLD = 54 SPACES PROVIDED: 48 SPACES / BUILDING HANDICAP PARKING SPACES: 1 PER BUILDING REQUIRED - 4 SPACES PROVIDED. RG-2: GENERAL RESIDENCE (CITY OF DOVER) FRONT YARD: 30' SIDE YARD: 25' (50' TOTAL BOTH SIDES) REAR YARD: 30'
19. BULK REQUIREMENTS: SETBACKS:	FUTURE PERMIT SUBMISSION CITY OF DOVER CITY OF DOVER CHESAPEAKE DELAWARE ELECTRIC COOP MCKEE ROAD, MINOR ARTERIAL (K640) INVESTMENT LEVEL I PARCELS OUTSIDE OF DELDOT TRANSPORTATION IMPROVEMENT DISTRICTS 611-040-106 CITY OF DOVER LATITUDE: N39° 04' 51.39" WRS80 - NAD83 (2011) LONGITUDE W75° 30' 15.89" WRS80 - NAD83 (2011) NGS MONUMENTS/NAV D - E35 VERTICAL: NAD 83 (2011) - CORS HORIZONTAL: LINEAR: US SURVEY FOOT ANGULAR: DEGREES MINUTES SECONDS (DMS) COORDINATE TYPE: GROUND 4 FOUND / 3 SET SUBURBAN SURVEY 2.67 ACRES 38.49 ACRES SLOPES VARY BETWEEN 1-5% ACROSS THE SITE. 2 DUMPSTERS FOR FIRST 48 UNITS THEN 1 PER 24 REQUIRED :2 FOR FIRST 48 UNITS: 384 - 48 = 336 UNITS / 24 = 14 DUMPSTERS PROVIDED : 16 DUMPSTERS
20. SIGNAGE:	
21. SOURCE OF WATER:	
22. SOURCE OF SEWER:	
23. SOURCE OF GAS:	
24. SOURCE OF ELECTRIC:	
25. ROAD CLASSIFICATION:	
26. STATE STRATEGY LEVEL:	
27. DELDOT TID:	
28. DELDOT PROJECT ID No.:	
29. LAND USE JURISDICTION:	
30. PROPERTY LOCATION:	
31. SURVEY DATUM:	
32. SURVEY UNIT:	
33. MONUMENTATION:	
34. SURVEY CLASSIFICATION:	
35. STORMWATER MANAGEMENT AREA:	
36. TOTAL WOODLAND PRES. AREA	
37. PERCENT SLOPE	
38. DUMPSTER REQUIREMENTS :	

SHEET INDEX	
COVER SHEET	
C-001	COVER SHEET & GENERAL NOTES
C-002	COVER SHEET & GENERAL NOTES
EXISTING CONDITIONS AND DEMOLITION PLANS	
C-101	EXISTING CONDITIONS AND DEMOLITION PLAN
SITE PLANS	
C-200	OVERALL SITE PLAN
C-201 - C-109	SITE PLAN
UTILITY PLANS	
C-300	OVERALL UTILITIES PLAN
C-301 - C-310	UTILITIES PLAN
GRADING PLANS	
C-401 - C-409	GRADING PLAN
EROSION & SEDIMENT CONTROL PLANS	
C-500	COVER SHEET AND GENERAL NOTES
C-501	PHASING PLAN
C-502	OVERALL PRE-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN
C-503 - C-505	PRE-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN
C-506	OVERALL POST-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN
C-507 - C-509	POST-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN
C-510	POST-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN, CONVEYANCE SWALE
C-511 - C-512	POST-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN, POND #2
C-513 - C-514	POST-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN, POND #3
C-515 - C-516	POST-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN, SUBMERGED GRAVEL WETLAND
C-517 - C-518	POST-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN, POND #4
C-519 - C-520	POST-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN, POND #5
C-521 - C-522	POST-CONSTRUCTION SITE STORMWATER MANAGEMENT PLAN, POND #6
C-523 - C-526	EROSION AND SEDIMENT CONTROL DETAIL SHEET
ENTRANCE PLANS	
C-600	ENTRANCE PLANS: COVER SHEET AND OVERALL LAYOUT
C-601 - C-602	ENTRANCE PLANS: EXISTING CONDITIONS AND DEMOLITION PLAN
C-603 - C-604	ENTRANCE PLANS: SIGNAGE, STRIPING AND CONSTRUCTION PLAN
C-605 - C-606	ENTRANCE PLANS: GRADING PLAN
C-607 - C-623	ENTRANCE PLANS: CROSS SECTIONS
C-623 - C-626	ENTRANCE PLANS: SIGNAL PLAN
SHEET 1 OF 1	
SEWER PROFILES	
C-701 - C-709	SANITARY SEWER PROFILES
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C-902	CONSTRUCTION DETAILS
C-903	CONSTRUCTION DETAILS
C-904	CONSTRUCTION DETAILS
LANDSCAPE PLANS	
L-001	LANDSCAPE PLAN COVER
L-101 - L-106	LANDSCAPE PLAN
L-200	OVERALL CONCEPT MEADOW PLAN

TRAFFIC GENERATION DIAGRAM PEAK - A.M. (P.M.) [SAT.]	
ROAD TRAFFIC DATA	
MCKEE RD. (KC-00156-F) FUNCTIONAL CLASSIFICATION - MINOR ARTERIAL POSTED SPEED LIMIT - 45 SITE ADT = 4,736 TRIPS AADT = 21,638 Trips (from 2019 Deldot Traffic Summary) 10 YEAR PROJECTED AADT: 1.16 x 21,638 = 25,100 TRIPS 10 YEAR PROJECTED AADT + SITE ADT: 29,837 TRIPS TRAFFIC PATTERN GROUP - 2 DIRECTIONAL SPLIT: 58% / 42% (FROM APPROVED SITE TIS) DESIGN HOURLY VOLUME: 9.72% * 4,736= 460 TRIPS % TRUCKS/BUSES (6.62%): .994 * 0.663 = 63 TRUCKS	
PROPOSED SITE TRIPS GENERATED	
SOURCE: APPROVED TRAFFIC IMPACT STUDY (2020) ITE: 221 - MULTIFAMILY HOUSING (MID-RISE) WEEKDAY ADT = 2,092 TRIPS (50% IN / 50% OUT) 1 AM PEAK HR. 1 PM PEAK HR. SAT. PEAK HR. IN OUT TOT IN OUT TOT IN OUT TOT MULTI-FAM. H.R. 33 95 128 98 63 161 82 86 168 INTERNAL CAP. 1 1 2 30 11 41 30 12 42 EXTERNAL TRIPS 32 94 126 68 52 120 52 74 126 PASS-BY TRIPS 0 0 0 0 0 0 0 0 0 PRIMARY TRIPS 32 94 126 68 52 120 52 74 126 DIRECTIONAL DISTRIBUTION: 35% EX. TO N: 366 ADT 33 AM PK (18 PM PK) [28 SAT PK] 65% EX. TO S: 699 ADT 61 AM PK (34 PM PK) [49 SAT PK] 35% ENTER FROM N: 366 ADT 11 AM PK (24 PM PK) [18 SAT PK] 65% ENTER FROM S: 680 ADT 21 AM PK (44 PM PK) [34 SAT PK]	
PROPOSED SITE TRIPS GENERATED	
SOURCE: APPROVED TRAFFIC IMPACT STUDY (2020) ITE: 820 - RETAIL SHOPPING CENTER (30,000 SQFT) WEEKDAY ADT = 2,644 TRIPS (50% IN / 50% OUT) 1 AM PEAK HR. 1 PM PEAK HR. SAT. PEAK HR. IN OUT TOT IN OUT TOT IN OUT TOT SHOPPING CNTR. 103 64 167 107 116 223 124 116 239 INTERNAL CAP. 1 1 2 11 30 41 12 30 42 EXTERNAL TRIPS 102 63 165 96 86 182 112 85 197 PASS-BY TRIPS 0 0 0 33 29 62 28 22 51 PRIMARY TRIPS 102 63 165 96 86 182 112 85 197 DIRECTIONAL DISTRIBUTION: 32% EX. TO N: 423 ADT 20 AM PK (28 PM PK) [27 SAT PK] 68% EX. TO S: 899 ADT 43 AM PK (58 PM PK) [58 SAT PK] 32% ENTER FROM N: 423 ADT 33 AM PK (31 PM PK) [36 SAT PK] 65% ENTER FROM S: 899 ADT 69 AM PK (65 PM PK) [76 SAT PK]	



WETLAND CERTIFICATION	
A WETLANDS SURVEY FOR THE MCKEE PROPERTY, DATED OCTOBER, 2018 HAS BEEN EXAMINED BY WATERSHED ECO LLC. FOR THE PRESENCE OF SUBAQUEOUS LANDS AND STATE REGULATED WETLANDS AS ESTABLISHED BY THE REVIEWING AGENCIES IN THE FORM OF MANUALS, POLICIES AND PROCEDURES UNDER MY SUPERVISION AND TO MY BEST KNOWLEDGE AND BELIEF REPRESENTS GOOD ENGINEERING PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.	
JAMES C. MCCULLEY, IV, PWS	DATE
ENGINEERS CERTIFICATION	
I, J. MICHAEL RIEMANN, HEREBY CERTIFY THAT I AM A REGISTERED ENGINEER IN THE STATE OF DELAWARE, THAT THE INFORMATION SHOWN HEREON HAS BEEN PREPARED UNDER MY SUPERVISION AND TO MY BEST KNOWLEDGE AND BELIEF REPRESENTS GOOD ENGINEERING PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.	
J. MICHAEL RIEMANN	P.E. NO. 13772 DATE
OWNERS CERTIFICATION	
I, THE UNDERSIGNED CERTIFY THAT ALL LAND CLEARING, CONSTRUCTION AND DEVELOPMENT SHALL BE DONE PURSUANT TO THE APPROVED PLAN AND THAT RESPONSIBLE PERSONNEL (I.E. BLUE CARD HOLDER) INVOLVED IN LAND DISTURBANCES WILL HAVE A CERTIFICATION OF TRAINING PRIOR TO INITIATION OF THE PROJECT. AT A DNREC SPONSORED OR APPROVED TRAINING COURSE FOR THE CONTROL OF EROSION AND SEDIMENT DURING CONSTRUCTION. IN ADDITION, I GRANT THE KENT CONSERVATION DISTRICT THE RIGHT TO CONDUCT ONSITE REVIEWS, AND I UNDERSTAND MY RESPONSIBILITIES UNDER THE NPDES CONSTRUCTION GENERAL PERMIT, AS REFERENCED ON THIS COVER SHEET.	
WILLIAM J. KRAPF, CHIEF DEVELOPMENT OFFICER	DATE

GENERAL NOTES:	
1. BOUNDARY AND TOPOGRAPHIC SURVEY DATA SHOWN HEREON WAS PREPARED BY BECKER MORGAN GROUP, DOVER, DE, IN JANUARY OF 2019. VERTICAL DATUM IS BASED ON NAVD 88. HORIZONTAL DATUM IS BASED ON DELAWARE STATE PLANE NAD 83 (2011).	9. PART II, CHAPTER 180, ARTICLE III, SECTION 180-10 OF THE CODE OF KENT COUNTY REQUIRES THAT "NO PERSON SHALL DISCHARGE OR CAUSE TO BE DISCHARGED ANY STORMWATER, SURFACE WATER, UNCONTAMINATED NON-CONTACT COOLING WATER OR UNPOLLUTED INDUSTRIAL PROCESS WATERS TO ANY "SANITARY SEWER". THIS SHALL INCLUDE CONDENSATE. SEC. 110-231 OF THE CITY OF DOVER CODE DEFINES STORM SEWER AS "ANY SYSTEM USED FOR CONVERTING RAIN WATER, SURFACE WATER, CONDENSATE, COOLING WATER OR SIMILAR LIQUID WASTES, EXCLUSIVE OF SEWAGE". THE CONTRACTOR, DEVELOPER, OWNER AND DESIGNER SHALL ENSURE DURING CONSTRUCTION THAT NO ILLEGAL DISCHARGES TO THE SANITARY SEWER SYSTEM ARE CREATED WITH THE SITE IMPROVEMENTS.
2. THE BOUNDARY LINES PORTRAYED HEREON HAVE BEEN ESTABLISHED BASED SOLELY ON PHYSICAL EVIDENCE DISCOVERED IN THE FIELD IN CONJUNCTION WITH DETERMINATIONS DERIVED FROM SOURCE OF TITLE AND ADJACENT DEED RECORD INFORMATION.	10. AT ITS MEETING OF APRIL 18, 2022 THE CITY OF DOVER PLANNING COMMISSION GRANTED APPROVAL OF: A. REDUCTION OF PARKING REQUIREMENT FROM 864 TO 768 SPACES (96 SPACE REDUCTION). B. THE DEVELOPER HAS AGREED TO HOLD AN AREA OF 50 PARKING SPACES IN RESERVE TO PROVIDE FOR FUTURE CONSTRUCTION IF DEEMED NECESSARY. C. WAIVER OF UPRIGHT CURB FOR FOR DRAINAGE PURPOSES.
3. PROPERTY SHOWN HEREON IS SUBJECT TO ANY RIGHT-OF-WAY, EASEMENTS, RESTRICTIONS, ETC. AS MAY BE SHOWN OR NOTED IN ANY RECORD, PUBLIC OR OTHERWISE, OR ANY REQUIREMENT OR REGULATION OF ANY PUBLIC AGENCY.	11. THE KENT CONSERVATION DISTRICT RESERVES THE RIGHT TO ENTER PRIVATE PROPERTY FOR PURPOSE OF PERIODIC SITE INSPECTION.
4. THE EXISTING UTILITIES SHOWN WERE TAKEN FROM THE BEST AVAILABLE RECORDS. THE CONTRACTOR SHALL CONTACT MISS UTILITY OF DELMARVA (1-800-282-8555) TO VERIFY THEIR EXACT LOCATION PRIOR TO THE START OF ANY CONSTRUCTION. ANY DAMAGE INCURRED TO ANY UTILITIES SHALL BE REPAIRED IMMEDIATELY AT THE CONTRACTORS EXPENSE. IF THE CONTRACTOR RELIES ON THE UTILITY LOCATIONS SHOWN HEREON, HE DOES SO AT HIS OWN RISK AND WILL NOT BE ENTITLED TO ADDITIONAL COMPENSATION DUE TO TIME DELAYS FROM SAID RELIANCE.	12. THE KENT CONSERVATION DISTRICT RESERVES THE RIGHT TO ADD, MODIFY, OR DELETE ANY EROSION OR SEDIMENT CONTROL MEASURE, AS IT DEEMS NECESSARY.
5. THIS AREA OF DEVELOPMENT IS NOT IMPACTED BY THE 100 YEAR FLOOD PLAN AS SHOWN ON FIRM MAP 10001C0166N PANEL 166 OF 435, DATED MAY 5TH, 2003.	13. PROPOSED SANITARY SEWER TO BE PRIVATELY OWNED AND MAINTAINED.
6. DELAWARE REGULATIONS PROHIBIT THE BURIAL OF CONSTRUCTION DEMOLITION DEBRIS, INCLUDING TREES AND STUMPS ON CONSTRUCTION SITES. ANY SOLID WASTE FOUND DURING EXCAVATION MUST BE REMOVED AND PROPERLY DISCARDED.	14. EV CHARGING STATIONS WILL BE ADDED TO THE SITE PER THE OWNERS DISCRETION.
7. ALL HANDICAPPED PARKING DEMARCATION, STALLS, AND BUILDING ACCESSIBLE ROUTES SHALL COMPLY WITH THE "AMERICAN WITH DISABILITIES ACT".	
8. WETLANDS: THIS SITE WAS EVALUATED IN ACCORDANCE WITH THE PROCEDURES SET FORTH IN THE 1987 CORPS OF ENGINEERS WETLAND DELINEATION MANUAL (TECHNICAL REPORT Y-87-1) AND SUBSEQUENT PUBLIC NOTICES, TO IDENTIFY THE PRESENCE OF JURISDICTIONAL WETLANDS, AS DESCRIBED IN A REPORT PREPARED BY WATERSHED ECO, LLC DATED OCTOBER 2018, AND WETLANDS WERE FOUND AND FIELD LOCATED BY BECKER MORGAN GROUP.	

BECKER MORGAN GROUP

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PROJECT TITLE

MCKEE ROAD APARTMENTS (S-21-11)

MCKEE ROAD
CITY OF DOVER
KENT COUNTY, DE

SHEET TITLE

MINOR SUBDIVISION

0 75 150 300

SCALE : 1" = 150'

ISSUE BLOCK	DATE	DESCRIPTION
10. 01-23-24	UPDATED DUMPSTER LAYOUT	PER CLIENTS COMMENTS
9. 7-18-23	UPDATED PER DNREC COMMENTS	ISSUED ON 08-28-2023
8. 6-18-23	UPDATED PER KCD COMMENTS	ISSUED ON 05-25-2023
7. 6-18-23	UPDATED PER CDD PLANNING	COMMENTS ISSUED ON 05-17-2023
6. 5-26-23	UPDATED PER DELDOTS COMMENTS	ISSUED ON 05-25-2023
5. 5-22-23	UPDATED PER C.O.D. PUBLIC WORKS	COMMENTS ISSUED ON 05-17-2023
4. 4-27-23	UPDATED PER C.O.D. PLANNING	COMMENTS ISSUED ON 03-24-2023
3. 4-27-23	UPDATED PER C.O.D. PLANNING	COMMENTS ISSUED ON 03-24-2023
2. 4-13-23	UPDATED PER DELDOTS COMMENTS	ISSUED ON 03-30-2023
1. 2-23-23	UPDATED PER DELDOTS COMMENTS	ISSUED ON 01-13-2022

MARK DATE DESCRIPTION

LAYER STATE MINOR

PROJECT NO.: 2018217.00

DATE: 02-07-2025

SCALE: 1" = 150'

DRAWN BY: A.C.F. PROJ. MGR.: J.N.S.

SHEET

MINOR

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DATA SHEET FOR SITE PLAN REVIEW & ARCHITECTURAL REVIEW CERTIFICATION

DEVELOPMENT ADVISORY COMMITTEE MEETING OF March 5, 2025

PLANNING COMMISSION MEETING OF March 17, 2025

Plan Title: The Old Post at 55 Loockerman Plaza, S-25-07

Plan Type: Site Development Plan

Location: Northwest corner of Loockerman Plaza and Innovation Way in Dover, DE

Owner: City of Dover

Equitable Owner: Old Post, LLC

Address: 55 Loockerman Plaza

Tax Parcel: ED-05-077.05-04-53.00-000

Size: 1.267 acres +/-

Present Uses: Vacant Building – Former Dover Post Office

Proposed Use: Mixed-Use Commercial and Multi-family Housing (Apartments) and associated parking

Zoning: C-2 (Central Commercial Zone)
H (Historic District Zone)
SWPOZ (Source Water Protection Overlay Zone)

Building Area: Existing (to remain after rear section demolition): 4,560 SF
Building Addition: 31,500 SF

Off Street Parking: 62 vehicle parking spaces

Sewer & Water: City of Dover

For Consideration: Architectural Review Certification
Active Recreation Area Plan
Parking Strategy Statement

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
D.A.C. MEETING DATE: March 5, 2025

**City of
Dover
Planning
Office**

APPLICATION: The Old Post at 55 Loockerman Plaza

FILE #: S-25-07

REVIEWING AGENCY: City of Dover Planning

CONTACT PERSON: Dawn Melson-Williams, AICP PHONE: 302-736-7196

Note: This Review Report was initially prepared by Staff of the Rossi Group (under a Planning Services contract with the City of Dover). The Report was completed with additional review and editing by the City's Planning Office.

I. PLAN SUMMARY

The Planning Commission will act on an application for a Site Development Plan and an Architectural Review Certificate for the proposed building renovation and expansion for a mixed-use commercial and multi-family (apartment) development in Downtown Dover, to be located at 55 Loockerman Plaza, also known as The Old Post. The development proposal for the 1.267-acre site includes the demolition of the rear warehouse portion of the existing building, the preservation of a 4,560-SF portion of the existing building, and a proposed building addition of 31,500 SF for 36 residential apartments. The property is zoned C-2 (Central Commercial Zone) and is subject to H (Historic District Zone). The south portion of the site along the frontage of Loockerman Plaza is within the SWPOZ (Source Water Protection Overlay Zone) Tier 3 Excellent Recharge Area. Because the property is within the Downtown Redevelopment Target Area, it is exempt from the requirements of the SWPOZ. The owner of record is the City of Dover, and the equitable owner is Old Post, LLC. Property Address: 55 Loockerman Plaza. Tax Parcel: ED-05-077.05-04-53.00-000

The Project Site is subject to Application HI-25-01 The Old Post. At the Historic District Commission Meeting of February 20, 2025, the Commission considered the Application and provided a Recommendation on the Architectural Review Certification for the project. (See *attached Recommendation Report*.)

Previous Applications

The existing structure was constructed in the 1960s and was in service as the Dover Post Office until the new post office location opened on Bank Lane in 2021. The property owner is the City of Dover. After the Post Office closed, the City initiated an RFP process to solicit proposals for redevelopment of the site. The equitable owner, Old Post, LLC was selected through this process. Application Z-24-01, approved by City Council on February 12, 2024, rezoned the property from IO (Institutional and Office Zone) to C-2 (Central Commercial Zone) with it remaining in the H (Historic District Zone) and SWPOZ (Source Water Protection Overlay Zone).

Preliminary Land Use Services Review (PLUS):

The PLUS Review is required by a City of Dover Memorandum of Understanding (MOU) for certain types of projects. Due to its Downtown Dover Redevelopment Target Area, this project was not required to complete PLUS Review process.

II. PROJECT DESCRIPTION

The application proposes the demolition of the rear portion of the existing structure and replacement of that structure with a new addition, while maintaining and rehabilitating the front of the present structure (4,560 SF). *Capital City 2030: Transforming Downtown Dover Master Plan* identified the Old Dover Post Office as a Project Site. The Master Plan proposes that a new commercial building could reactivate the site. This project is also identified as a Key Project within the City's Downtown Development District (Renewal) Application of 2024.

The proposed development will repurpose two 2,500-SF retail units and one 2,000-SF for a business (office) space in the former Post Office front area. The rear warehouse portion of the building will be demolished and replaced with a new three-story structure comprised of 36 apartment (multifamily) units.

The Applicant's submission includes a Site Plan set, Floor Plans set and Architectural Graphics set with building elevations and 3-D views. Also includes a Narrative Letters submitted to the Historic District Commission. These items include more detailed information on the building dimensions, locations and material choices. The elements of the project are as follows:

1. Partial Demolition: The rear flat-roofed warehouse portion of the building is to be demolished as this is where the three-story building addition is proposed. The front gable roofed portion of the existing building is to remain.
2. Existing Building Renovations: New wood trim is proposed to match the existing. It is unclear from the submission if the design includes dentil cornices (*applicant indicates that it will*). New replacement shutters, windows, front door are noted to match the existing. The building elevations feature headers or some framing above each of the smaller windows. Each wing of the front portion of the building will include new larger openings with a proposed large glass Nanawall door system.
3. Building Addition: The proposed three-story addition will be located directly behind the preserved portion of building. The proposed addition will be 35 feet tall. The existing building is 33' 2" tall at the peak of its roof. The addition will feature a brick veneer and brick engaged pilasters along all sides on floors two and three and floor one using EFIS in a limestone finish. The east and west elevations include large glass windows (with door) for the apartment unit spaces. Glass and black aluminum railings will be used to enclose balconies.
4. Parking Lot: A parking lot will be developed along the west side and north side of the building with access from Innovation Way. This new parking lot will not have vehicular access from the large municipal parking lot at the Dover Public Library. The applicant is

also working with the City in regards to the adjacent row of parking to the east of the Library. The parking lot is fenced and has grass lawn areas at the perimeter.

5. Sidewalks and Site Amenities: The proposal maintains connected sidewalks along Innovation Way and Loockerman Plaza. There are also sidewalks adjacent to the parking lot leading to the building. The renderings show additional amenities, including bicycle racks and benches. A fenced in dog-run is proposed to abut the Building Addition along Innovation Way.
6. Tree Planting and Landscaping: The project plan identifies three existing trees on the current site and it appears they will remain. Other tree plantings are proposed loan Innovation Way and on the west side of the Building Addition.

Surrounding Land Uses

This subject property location north of the corner of Innovation Way and Loockerman Plaza is within the Downtown Development District (And Downtown Redevelopment Target Area). Properties immediately adjacent to the subject project location are zoned IO (Institutional and Office Zone). The surrounding properties are also within the H (Historic District Zone). The Dover Public Library and Dover City Hall are located next to the subject site. State offices are to the north and south of the subject site and a mixed-use building known as Treadway Towers with offices and a restaurant are located across Innovation Way.

III. ZONING REVIEW

C-2 (Central Commercial Zone)

The subject property is zoned C-2 (Central Commercial Zone); this zoning designation will remain in place. The description of the C-2 (Central Commercial Zone) zoning district is provided in Article 3 §13 of the *Zoning Ordinance* and provisions identify the allowable (permitted) uses and the related bulk standards for the C-2 zone. The C-2 zone allows for “retail stores, apartments and multi-family dwellings provided that no dwelling units shall be permitted on the first floor on the street frontage of Loockerman Street; uses accessory to the residential units such as lobby and amenity spaces are permitted on the first floor; live-work units; parking lots and parking structures” as principal uses. The subject property has frontage on two streets: Loockerman Plaza and Innovation Way. The C-2 zone requires a zero minimum front yard. No side yard is required; however, if one is provided then it shall be a 5-foot side yard minimum. A 20-foot rear yard setback is required above ground floor and 5-foot is required at ground floor. The maximum building height for this district is 10 stories or 125 feet. See the chart below.

Code Compliance for C-2	Required	Provided
Front yard (ft.)	0	Existing Building over 10 feet from Loockerman Plaza; approximately 17 feet from Innovation Way
Side yard (ft.)	None required, but 5’ minimum if provided	Over 5 feet as the existing front section of building is approximately 13 feet

Rear yard (ft.)	20' above ground floor; at ground floor 5'	Over 20 feet as rear of Building Addition is approximately 125 feet from rear property line
Off-street parking	0	62 new spaces (3 ADA), 29 shared with City of Dover (2 ADA)
Building height	10 stories or 125 feet maximum	3 stories and 35 feet (or 40 feet) in height
Lot Coverage	100% maximum	78.54%

The buildings height and number of stories are in compliance with the C-2 zone. The total lot coverage of the project is listed as 78.54%. The C-2 zone does not have a maximum lot coverage requirement.

The C-2 zoning district also includes design standards provisions. See the code excerpt below:

Article 3 Section 13

13.5 Design standards. The following standards shall apply to the site and building development in the central commercial zone (C-2):

13.51 Façade articulation. Building facades should incorporate design elements to provide a base, middle, and top of the building to reinforce the pedestrian scale at the street level.

13.52 Height. For buildings greater than four stories in height, then the upper floors above the fourth story shall step back six feet for fifty percent of the width of the primary façade. For buildings greater than six stories, then the upper floors above the sixth floor shall step back an additional six feet on the primary façade. These step back areas may begin at a lower height than these minimums as part of the building design in order to be compatible with the character of the area.

13.53 Step back areas. The step back areas should be open to the sky and can be open air balcony spaces or other design architectural features that are not enclosed spaces.

13.54 Off-street parking. Off-street parking lots shall not be permitted to be situated between the street line and the primary façade of the principal building. Consideration should be given to locating parking to the side or rear of the building.

13.55 Screening. Any off-street parking lots provided shall be screened from the street line by buildings, landscaping, or other means. Off-street parking lots shall be screened from adjacent residential zones and residential uses. This screening provision does not apply to adjacent alleys.

The plan as presented complies with these design standards related to façade, building height, and setback areas. The parking is located to the rear of the building and while it is slightly closer to Innovation Way than the Building Addition this is not the primary façade.

The property is partially within the SWPOZ (Source Water Protection Overlay Zone) Tier 3 Excellent Recharge Area, but it is exempt from the requirements of this zone due to its location within the Downtown Redevelopment Target Area.

H (Historic District Zone)

The entire project site is located in the H (Historic District Zone) and subject to the provisions of the *Zoning Ordinance*, Article 3 §21 and referenced sections. The H (Historic District Zone) is described in *Zoning Ordinance*, Article 3 Section 21 with the following purpose statement:

Article 3, Section 21. - Historic district (H).

21.1 *Purpose.* The purpose of this historic district regulation is to preserve and enhance that unique character and value of the old portion of Dover as an area of special charm and interest. It is particularly intended that the regulations prevent, in the historic district, any change of conditions that would be deemed to be a disfigurement or degradation of the present unique visual and architectural qualities of the district.

IV. ARCHITECTURAL REVIEW CERTIFICATION

Zoning Ordinance, Article 10 §3.2 outlines the review process for Architectural Review Certification and related building height, bulk, and setback standards. This process begins with Review by the Historic District Commission.

Review of DESIGN STANDARDS AND GUIDELINES

Location within the H (Historic District Zone) requires proposals for demolition, new construction, additions, and certain renovation or rehabilitation activities to receive an Architectural Review Certificate. As stated in the *Design Standards and Guidelines for the City of Dover Historic District Zone*, an Architectural Review Certificate will be granted “if it is found that the architectural style, general design, height, bulk and setbacks, arrangement location and materials affecting the exterior appearance are generally in harmony with neighboring structures and complementary to the traditional architectural standards of the historic district.” *Zoning Ordinance*, Article 10 §3.2 outlines the review process for Architectural Review Certification and related building height, bulk, and setback standards.

This proposal must be reviewed for conformity with the design criteria guidelines found in Chapter 3: Maintenance, Repair, Preservation and Restoration of Existing Historic Buildings and Chapter 4: New Construction, Additions, Demolition and Relocation. The *Design Standards and Guidelines* for New Construction (Chapter 4: pages 4-1 through 4-8) provide the design criteria and development guidelines. The guidelines specify a series of individual considerations for demolition activities, renovation activities, and new construction to be considered in the review by the Historic District Commission (and Planning Commission) of the project for Architectural Review Certification.

The proposed project must also be reviewed for compliance with the standards established by the *Zoning Ordinance*. The standards include items such as setbacks from property lines, floor area ratio, height, etc.

HISTORIC DISTRICT COMMISSION - RECOMMENDATION

For The Old Post project, the Historic District Commission considered the application HI-25-01 on February 20, 2025, regarding an Architectural Review Certificate for construction of The Old Post and associated Site Improvements. **The Historic District Commission considered the proposal for partial demolition, renovation activities, and Building Addition construction and has provided a recommendation to the Planning Commission in regard to the Architectural Review Certification for the project. The specific recommendation involved consideration of**

the *Design Standards and Guidelines*. See attached Recommendation Report from the Historic District Commission.

The Planning Commission should act upon the Architectural Review Certification as part of any motion to approve this project, or as a separate motion if necessary. In taking this action, the Planning Commission is to consider the standards and guidelines found in Chapter 3 and Chapter 4 of the Design Standards and Guidelines for the City of Dover Historic District Zone and other referenced sections.

V. PARKING SUMMARY

The C-2 (Central Commercial Zone) does not include a minimum parking requirement; however certain uses may have a parking rate. The project property is within the Downtown Redevelopment Target Area whereby there are different approaches to parking. Article 6 §3 of the *Zoning Ordinance* states the following:

For new construction within the downtown redevelopment target area, as described in appendix C of the Dover Code of Ordinances, there is no minimum off-street parking requirement based on use. To utilize this exception, a parking strategy statement must be submitted for review as part of the site development plan approval required by appendix B, zoning, [article 10](#), section 2.

The Applicant has submitted a Parking Strategy Statement for consideration discussing what the proposed uses normally require for parking and their strategy to address parking. The applicant has provided 62 parking spaces on-site. It also proposes using 29 spaces on the adjacent parcel owned by the City of Dover upon a parking use agreement.

Request for Alternative Bulk Standard for Parking Setback (with Architectural Review Certification):

For building with multi-family units, the *Zoning Ordinance*, Article 6 §5.3 requires that the parking spaces be at least 15 feet from the wall of the building and three feet from side and rear property lines. The Applicant has submitted a request for an Alternative Setback Standard for these parking spaces in relation to north building wall. This alternative may be considered as part of the Architectural Review Certification for the project given its location within the H (Historic District Zone).

Bicycle Parking

Article 6, Section 2.10 requires that one bicycle parking space be provided for every 20 parking spaces. Based on 62 parking spaces provided on-site, four (4) bicycle parking spaces are to be provided. The first floor of the apartment building provides a bicycle storage room off the lobby area.

VI. SITE CONSIDERATIONS

Lighting

The Site plan and architectural package do not detail lighting for the site; there are some building mounted fixtures shown. Article 5, Section 7.1 details that lighting of commercial uses shall provide no less than 1½ footcandles at grade. Light shall be deflected away from adjacent residential areas and shall not be distracting to traffic on adjacent roads.

Dumpsters

Dumpster requirements are specified in *Zoning Ordinance*, Article 5, Section 6, with minimum number required specified below.

Use	Dumpsters Required
Apartment complex or apartment building with over 10 units	Two required for the first 48 apartments; one required for each additional 24 apartments or fraction thereof
Nonresidential uses	Two required per property

Based on this, two dumpsters are required. Two dumpster spots in the enclosure are provided at the northwest corner of the parking lot to the rear of the building.

Sidewalks

There are existing sidewalks along the frontage of Loockerman Plaza and Innovation Way along the perimeter of the property. Additionally, there are connecting sidewalks leading to the building entrances from the street frontage sidewalks and from the parking lot areas.

VII. BUILDING ARCHITECTURE

The application proposes the demolition of the rear warehouse portion of the existing structure and replacement of this structure with an addition. The front portion of the building, fronting on Loockerman Plaza will be renovated and repurposed as commercial uses. The three-story Building Addition will house 36 multi-family (Apartment) units. In the renovated front portion of the building, new wood trim will match the existing. New replacement shutters, windows, and front doors will match the existing. The building elevations include detailing and headers above the smaller windows. The east and west wings of the front elevation are proposed to include larger openings with the use of a large glass Nanawall door system.

The proposed three-story addition will be 35 feet in height, slightly taller than the 33'2" peak of the front building. The building addition is proposed to have a flat roof. The building will feature a brick veneer and brick engaged pilasters along all sides on floors two and three, with EFIS in a limestone finish on the first floor. The east and west elevations include large glass windows and doors for the apartments. Black aluminum railings will enclose the balcony areas.

Rear Emergency Access

Rear Emergency Access is required for some residential dwelling types. According to Article 5, Section 17 of the *Zoning Ordinance*, for three-story apartments either an alley of 16 feet or a secondary fire lane of 18-foot width is required to serve as rear access. This is to provide access to rear building areas. For this project, there is a 24-foot-wide drive aisle on two sides of the building at its rear. The Fire Marshal's Office will also evaluate any fire protection measures as related to the fire lane requirements of the applicable Fire Codes.

See the attached Site Plan set and Architecture Set. The attached elevation drawings and site plan drawings for detailed information on building dimensions, locations, and material choices.

VIII. TREE PLANTING AND LANDSCAPE PLAN

Tree Planting Requirements

The *Zoning Ordinance* further requires a tree planting at a rate of one tree per 3,000 SF of non-woodland development area. Based on the total non-woodland area for the submitted plan of 1.267

acres, or 55,190.52 SF, nineteen (19) trees are required to be planted. Three trees exist along the frontage of the property, and the Landscape Plan shows the planting of an additional 16 trees as Holly trees along Innovation Way and Sweet Bay Magnolias along the west building elevation.

IX. OPEN SPACE and RECREATION PLAN

Residential projects require Active Recreation Areas. The proposed development qualifies for an exemption under Article 5, §10.515 *Residential developments located within the Downtown Redevelopment Target Area as defined in Appendix C*. Under this provision, the applicant must provide 75 square feet of active recreation per dwelling unit with a minimum of 2,500 square feet provided on site. The plan identifies a proposed dog run area between the Building Addition and Innovation Way, with an area of 2,482 SF, as well as a rooftop patio that measures approximately 404 SF.

The Open Space and Recreation Plan is subject to review by the Parks, Recreation and Community Enhancement Committee and will be presented to the Committee on March 11, 2025. See the Active Recreation Area Plan Review Report for details and comments. (*Report copy to be attached.*) The Committee will make a recommendation to the Planning Commission.

X. CITY AND STATE CODE REQUIREMENTS:

The subject proposal has been reviewed for code compliance, plan conformity, and completeness in accordance with the agency's authority and area of expertise. The following items have been identified as elements which need to be addressed by the applicant:

- 1) A Parking Strategy Statement describing the parking scenario for this development was submitted for consideration by the Planning Commission as related to the parking regulations for the C-2 zoning district.
 - a) Add a note on the Plan.
- 2) Cover Sheet, PL-01:
 - a) Data Column:
 - i) Update Item 4, the Existing and Proposed Zoning, to include all zoning classifications: C-2/H/SWPOZ
 - ii) Update Item 7, Groundwater Recharge, to reflect that a portion of the site is in an excellent recharge area. However, according to Article 3, Section 29.79 "The downtown redevelopment target area as defined in appendix C, article II, section 3 [Target Area] of the City of Dover Code of Ordinances shall be exempt from the requirements and restrictions of the source water protection overlay zone."
 - iii) Update Item 11, Code Compliance (Parking) to reflect that 0 parking spaces are required in the Downtown Redevelopment Target Area.
 - iv) Add a Floor-Area-Ratio calculation for the site to the data column.
- 3) Sheet PL-03 – Preliminary Site Plan:
 - a) Identify the dumpster location on the plan sheet.
 - b) Add distances from the building to the property line and distance from parking spaces to the building and to the property lines.
 - c) Innovation Way is subject to a front yard; remove the side yard setback line.
- 4) Sheet PL-05 – Preliminary Landscape Plan:
 - a) Site Data:

- i) Update the landscaping plan to include tree calculation.
 - ii) Update the landscaping plan to include lighting locations and lumens.
 - iii) Update Item 5, to reflect all applicable zoning (C-2/H/SWOPZ)
- 5) For building with multi-family units, the *Zoning Ordinance*, Article 6 §5.3 requires that the parking spaces be at least 15 feet from the wall of the building and three feet from side and rear property lines. Provide dimensions to confirm compliance. It appears that the row which includes the handicapped parking does not comply with the distancing requirement from the building wall. A Request for consideration of Alternative Bulk Standards for this parking Setback has been requested as part of the Architectural Review Certification.
- 6) Active Recreation Plan:
- a) The Active Recreation Plan must be reviewed by the Parks, Recreation, and Community Enhancement Subcommittee of the City Council Committee of the Whole. Information on this Review step will be presented at the Planning Commission Meeting.
 - b) Please provide an Active Recreation Plan sheet that provides the area calculations and details for the dog run and the rooftop patio.
 - c) Recommendations regarding the Active Recreation Plan concepts are provided in the Report to the Parks, Recreation and Community Enhancement Committee. See attached Recreation Plan Review Report (*pending completion*).
- 7) Provide construction details for the following items but not limited to, dumpster pad/enclosure, lighting fixtures, handicap signage, etc.
- 8) The Historic District Commission recommended conditional approval of the Architectural Review Certificate for the construction of the project. See attached Recommendation Report for recommended conditions (*pending completion*). The Planning Commission will act on the Architectural Review Certificate as part of the review process.
- 9) The construction of the site entrances and street improvements must comply with the requirements of DelDOT and the City of Dover Public Works Department based on street maintenance responsibilities.
- a) Clarify materials (concrete and brick) used and placement design for the sidewalk and entrance construction.
 - b) Identify any changes to on-street parking spaces along the project frontages.
- 10) Any Erosion & Sediment Control Plans and Stormwater Management Plans granted approval by the Kent Conservation District must reflect the Site Plan layout and design conditionally approved by the Planning Commission and be in compliance with the *Zoning Ordinance* and technical review requirements of other agencies.
- 11) The Final Plan set must include notes documenting any action taken by the Planning Commission on the requested waivers and must list any additional conditions of approval.

XI. RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

In accordance with the *Zoning Ordinance*, Article 10 §2.2, the Planning Commission in considering and acting upon Site Development Plans may prescribe appropriate conditions and safeguards so that the public health, safety, and welfare, the comfort and convenience of the public

in general, and the residents of the immediate neighborhood in particular shall be taken into consideration. These safeguards may to the maximum extent possible further the expressed intent of the *Zoning Ordinance* and the accomplishment of several objectives in particular listed in subsections 2.21 to 2.28.

- 1) Architectural Review Certification: Staff recommends conditional approval of the Architectural Review Certificate for the construction of The Old Post, finding that the building to be of a design compatible with the nearby buildings and with the intent of the *Design Standards and Guidelines for the City of Dover Historic District Zone*.
 - a) Staff provided a series of recommendations and comments regarding the Architectural Review Certification and review of the project for compliance the *Design Standards and Guidelines*. These items were previously identified during the review of the project by the Historic District Commission. See HDC Recommendation Report.
 - b) Staff supports the Request for Alternative Bulk Standards for the Parking Setback from the Building given the existing conditions of the property and concept to preserve the key front portion of the existing Post Office Building. The parking lot drive aisle dimensions do provide a drive aisle width of 24-feet to serve as a fire lane and rear emergency access to the building. A reduction in the space between the building and parking allows the size of the proposed parking lot to be maximized for parking spaces and to place the accessible parking spaces at the closest point to the building and sidewalk system.
- 2) Bicycle Parking: Planning Staff recommends that additional bicycle parking be added near the front of the building to support the commercial uses.
- 3) Electric Vehicle Charging Stations: Identify if the project is planning for the installation of Electric Vehicle Charging Stations in the parking lot. Currently, the *Zoning Ordinance* does not require them, but many other jurisdictions have implemented such requirements. Electric Vehicle Charging Stations formats include EV-Capable, EV-Ready, and EV-Installed.

XII. ADVISORY COMMENTS TO THE APPLICANT:

- 1) The Planning Commission should act upon the Architectural Review Certification as part of any motion to approve this project, or as a separate motion if necessary.
- 2) In the event that major changes and revisions to the Site Plan occur in the finalization of the Plan contact the Department of Planning and Inspections. Examples include relocation of site components like paving and increases in footprint. These changes may require resubmittal for review by the Development Advisory Committee, Historic District Commission, Planning Commission, or other agencies and commissions making recommendations in regard to the Plan.
- 3) Following Planning Commission approval of the Site Plan, the Plan must be revised to meet all conditions of approval from the Development Advisory Committee or as otherwise noted. A Check Print must be submitted for review by Planning Office Staff and the other commenting agencies. Upon determination that the Plan is complete and all agency approvals have been received, copies of the Plan may be submitted for final endorsement (Final Plan Approval).
- 4) Other agencies and departments which participate in the Development Advisory Committee may provide additional comments related to their areas of expertise and code requirements.
- 5) The applicant/developer shall be aware that prior to any ground disturbing activities on the site

the appropriate Site Plan approvals, Pre-Construction meetings, site inspections and permits are required.

- 6) Construction and demolition will have an effect on the adjacent property owners, employees of adjacent buildings, and nearby sidewalks and streets. Any work requiring the closing or rerouting of potential customers, employees, or visitors to the adjacent properties and streets should be coordinated as to offer the least amount of inconvenience.
- 7) For building new construction and the existing building renovations, the requirements of the building code and the fire code must be complied with. Consult with the Building Inspections Office and City of Dover Fire Marshal regarding these requirements. The resolution of these items may impact the site design including such items as building dimensions and height, building openings, and fire protection needs, etc.
- 8) The applicant shall be aware that Site Plan approval does not represent a Building Permit and associated construction activity permits. A separate application process is required for issuance of a Building Permit from the City of Dover. Building Permits will be required for each building.
- 9) The applicant shall be aware that Plan approval does not represent a Sign Permit, nor does it convey permission to place any sign on the premises. Any proposed site or building identification sign may require a Sign Permit from the City of Dover prior to placement of any such sign in accordance with *Zoning Ordinance* Article 5 §4.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Office as soon as possible.



CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: FEBRUARY 26, 2025



APPLICATION: The Old Post at 55 Loockerman Plaza

FILE #: S-25-07

REVIEWING AGENCY: City of Dover Department of Public Works and Water & Wastewater

CONTACT PERSON: Jason A. Lyon, P.E., Director of Water & Wastewater / Engineering Services

CONTACT PHONE #: 302-736-7025

CONTACT EMAIL: jlyon@dover.de.us

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

SANITATION

1. Every commercial customer shall provide such premises with a sufficient number of solid waste containers to provide adequate capacity for the solid waste placed out for collection without overloading the capacity of the containers. The City of Dover shall provide commercial customers with a maximum of two (2), 90-gallon trash containers and two (2), 90-gallon recycling containers.
2. Trash collection site shall be oriented for side-loading pick-up if customer is utilizing City of Dover sanitation services.
3. Any commercial customer requiring more containers, or larger containers, than provided above, must utilize private service.

STORMWATER

1. Final site plan approval will not be granted until a copy of the approved Stormwater/Erosion and Sediment Control Plan from Kent Conservation District is submitted to our office.
2. The size, length, slope, type and flow directions must be shown on all existing and proposed storm sewer lines. Rim and invert elevations must be labeled on all stormwater structures.
3. Please coordinate with the City of Dover to obtain as-built information from a recent stormwater project. The installed infrastructure surrounds the property.

STREETS

1. Final site plan approval will not be granted until a letter of no objection, signed by DelDOT is submitted to our office.
2. The current City of Dover standard street section provides for a 3' grass strip between the curb and sidewalk. This standard was administratively revised to meet ADA and FHA compliance with cross slope requirements and to prevent cars from scrapping at driveways. The revised standard utilizes a five feet (5') wide public sidewalk with a five feet (5') wide grass strip behind the curb. Sidewalk and curb shall be installed for the width of the project scope.
3. It shall be unlawful for any person to alter the curb of any street so as to create a curb depression for the purpose of permitting vehicles to enter onto or exit from the city streets, without a permit issued by the city manager.

4. Please provide an entrance plan for the work proposed on Innovation Way. At minimum, this plan shall provide the radius' of the entrance, grade elevations and turning diagrams to provide evidence that the improvements will not be detrimental to traffic or drainage.
5. Please add the following notes to the plans:
 - a. Standard City of Dover sidewalk, as per chapter 98, article IV of the Dover Code of Ordinances, shall be required to be installed along the entire public street frontage of a property. Where frontage sidewalk exists but does not meet the standards of chapter 98, article IV, the sidewalk shall be re-laid to meet the standards. Sidewalk shall include barrier-free access ramping at points of intersection with street crossings and at other locations so as to afford reasonable barrier-free pedestrian movement and site access.
 - b. In accordance to Appendix A, Article VI, Section B.3, all sidewalks shall ascend from the curbstone to the building line at the ratio of one-quarter of an inch to the foot. Nothing in this section shall be construed to affect any pavement previously laid by order of the city council, until it is taken up and relaid.

WATER

1. All water utility components must meet the requirements of the Water Wastewater Handbook, effective date March 22, 2010. Please contact our office for more information.
2. The following notes must be added to the plans:
 - a. Hydrant connections by the contractor are prohibited. This method may not be utilized during any phase of the project.
 - b. Any existing water lines not to be utilized by the proposed facility must be properly abandoned at the mains in accordance with the City of Dover Department of Water & Wastewater specifications and requirements.
 - c. The site contractor shall contact the City of Dover Department of Water & Wastewater Construction Manager at (302) 736-7025 prior to the start of construction. A representative from the City of Dover Department of Water & Wastewater must observe and approve all City owned water and sanitary sewer interconnections and testing. All water taps must be performed by a City of Dover approved contractor. The proposed location for the water connection may need to be adjusted in the field due to conditions of the existing main. Possible conditions that would require tapping relocation include proximity to pipe joints, other taps, concrete encasements, conflict with other utilities, and the like. Test holes must be performed by the contractor to determine the best tapping location. The City of Dover will not be held responsible for field conditions requiring adjustment of the tapping location or for any work required by the contractor to make an appropriate and lawful connection.
3. The size, type, and location of all proposed and existing water lines and valves must be shown on the plan. Please be advised that effective May 1, 2022, water mains can now be constructed using DR 18 PVC.
4. Water usage projections (peak demand or plumbing fixtures) must be submitted to our office to correctly determine the size of the domestic and irrigation (if applicable) water meter for the proposed buildings. These projections must be submitted prior to approval so the meter size can be placed on the final site plan. The proposed water meters must be installed in a pit per City of Dover requirements and manufacturer's recommendations. Also, a dual check valve is required downstream of the meter.
5. The domestic service, fire main connection and valves must be clearly shown for each building. A valve must be installed at the tee to isolate combined fire and domestic water service to the building from the water loop. Typically, this valve is installed at the tee or an acceptable distance from the building. A valve must be provided on the domestic water service, which must be tapped off of the combined eight-inch (8") fire/domestic service outside of the building. The domestic water tap and valve should be as close to the building as possible. Typically, the domestic tap and valve are located within five feet (5') to ten feet (10') of the building. A blow up detail of this layout is recommended.
6. Provide a construction detail for the proposed restraining system for the fire main located within the buildings. There shall only be one (1) water service per building. The Department of Water & Wastewater will test and inspect all fire mains to a blind flange located inside the buildings. The blind flange with tap is used for hydrostatic pressure testing (200 psi for two (2) hours) and dechlorination. The flange must be restrained in the direction of the pipe entering the facility. A pipe entering horizontally through a wall sleeve shall be restrained with rods through the wall. A pipe entering vertically through a slab shall be restrained through the floor to the ninety degree (90°) bend and thrust block. All rods shall be a minimum of ¾" all thread. All pipes through

walls and slabs must be Class 52 cement lined ductile iron pipe. Confirm particulars to meet this requirement with mechanical designer.

7. Water services shall be either type K copper or SDR-9. 1. All non-metallic water lines (mains and services) shall be installed with a tracer wire and identification tape. The wire shall be a minimum of twelve (12) gauge blue coated solid copper wire, wrapped around the pipe, and extending up into all valve and curb boxes. The identification tape shall be six-inches (6") wide, laid one foot (1') above the pipe, with the following text: "Caution: Buried Water Line Below". 3M marker balls, model 1423-XR, or approved equal shall be installed at every service line connection to the water main and all bends on the service line.
8. On October 24, 2022, City of Dover Council approved the new Cross Connection Control Program. This program requires certain backflow prevention assemblies on water service connections to the city's distribution system. Please provide a specific description of the activities within this project.

WASTEWATER

1. All wastewater utility components must meet the requirements of the Water Wastewater Handbook, effective date March 22, 2010. Please contact our office for more information.
2. The following notes must be added to the plans:
 - a. Any existing sanitary sewer lines not to be utilized by the proposed facility must be properly abandoned at the mains in accordance with the City of Dover Department of Water & Wastewater specifications and requirements.
 - b. Part II, Chapter 180, Article III, Section 180-10 of the Code of Kent County requires that "no person shall discharge or cause to be discharged any stormwater, surface water, uncontaminated groundwater, roof runoff, subsurface drainage, uncontaminated noncontact cooling water or unpolluted industrial process waters to any sanitary sewer", this shall include condensate. Sec. 110-231 of the City of Dover Code defines storm sewer as "...any system used for conveying rain water, surface water, condensate, cooling water or similar liquid wastes, exclusive of sewage." The contractor, developer, owner and designers shall ensure during construction that no illegal discharges to the sanitary sewer system are created with the site improvements.
3. The size, length, slope, type and flow directions must be shown on all existing and proposed sanitary sewer lines. Rim and invert elevations must be labeled on all sanitary structures.
4. Cleanouts must be installed on sanitary sewer laterals within five feet (5') of the building, one foot (1') outside of the right-of-way and at all bends. Any cleanout located within a traffic bearing location shall be installed with a heavy duty cast iron frame and cover to prevent damage to the cleanout and lateral.
5. Sizing (flow) calculations must be submitted for all sanitary sewer mains showing that velocity and all other requirements are met.
6. The minimum size of all sanitary sewer laterals shall be six-inch (6").
7. If kitchen facilities are proposed a minimum 1,000 gallon, two chamber grease trap, meeting all Kent County ordinance requirements, must be provided. A construction detail for the proposed grease trap, as well as the proposed location, must be provided on the plan.

GENERAL

1. All existing utilities shall be adjusted to final grade in accordance with current City of Dover requirements and practices. This must be included as a note on the plan.
2. No trees may be planted within ten feet (10') of utility infrastructure.
3. No structure may be installed within ten feet (10') of utility infrastructure, please depict all underground utilities and structures on the utility plan sheet to confirm compliance.
4. The final site plan must be submitted in the following compatible digital formats:
 - a. AutoCAD 2018 (.dwg format).
 - b. Adobe Reader (.pdf format).

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

SANITATION / STORMWATER / STREETS / WATER / WASTEWATER / GENERAL

1. None.

ADVISORY COMMENTS TO THE APPLICANT

WATER

1. The City of Dover water system is available to this site. The developer is responsible for all costs associated with extending and providing service to the proposed development.
2. Prior to plan approval, the water system plans must be submitted to the Division of Public Health, Office of Drinking Water for review and approval. The owner/developer will be responsible for providing all completed forms and plan sets to the City of Dover as required for submission to the Office of Drinking Water. Plans will not be submitted to the Office of Drinking Water until review has been completed by our office.
3. Hydrant flow testing is currently only performed during the spring and fall. The applicant must call the Department of Water & Wastewater directly to schedule these tests. This applies to both existing hydrants as well as those proposed for the site.
4. Water impact fees will be required to be paid prior to Certificate of Occupancy for this project. Each apartment unit is equal to one (1) Equivalent Dwelling Unit (EDU).

WASTEWATER

1. The City of Dover sanitary sewer system is available to this site. The developer is responsible for all costs associated with extending and providing service and capacity to the proposed development.
2. Prior to plan approval, it may be required to submit the sanitary sewer system plans to the DNREC, Division of Water Resources, Surface Water Discharges Section for review and approval. The owner/developer is responsible for providing all application fees, completed forms and plan sets directly to DNREC.
3. Profiles of the sanitary sewer main must be provided with the construction plans. All water, sanitary sewer and storm sewer crossings must be shown on the profiles.
4. Wastewater impact fees will be required to be paid prior to Certificate of Occupancy for this project. Each apartment unit is equal to one (1) Equivalent Dwelling Unit (EDU).

GENERAL

1. The applicant is advised that depending upon the size of the existing water service and sanitary sewer lateral to be abandoned, flowable fill may be required.
2. Construction plans will not be reviewed by our office unless all previous comments have been clearly addressed within the plan set and accordingly identified within an itemized response letter and with the Water/Wastewater Initial Plan Submission Checklist, which can be obtained from the following website: https://imageserv9.team-logic.com/mediaLibrary/198/WaterWastewaterHandbookFinal_1.pdf, page 88.

SANITATION / STORMWATER / STREETS

1. None.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER ELECTRIC

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: FEB 26, 2025

APPLICATION: The Old Post at 55 Loockerman Plaza

FILE #: S-25-07

REVIEWING AGENCY: City of Dover Electric Department

CONTACT PERSON: Shawn Burgett, Engineering Services & System Ops Superintendent

CONTACT PHONE #: 302-674-7568

CONTACT EMAIL #: sburgett@dover.de.us

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

ELECTRIC

1. The roadway and curbing must be in.
2. The right-of-way must be within 6" of final grade.
3. The property corners must be staked.
4. Owner is responsible for locating all existing underground electric, communications and water facilities.
5. Owner is responsible for installing all conduits and equipment pads per the City of Dover Engineering Department specifications.
6. Owner is responsible for site and/or street lighting.
7. Meter locations will be determined by City of Dover Engineering Department.
8. Load sheets and AutoCAD compatible DXF or DWG diskettes of site plans, including driveways, are required prior to receiving approved electrical construction drawings.
9. Any relocation of existing electrical equipment will be engineered by the City of Dover Electric Department. Developer may be required to perform a quantity of the relocation. Any work performed by the City of Dover will be at the owner's expense.
10. Prior to construction, owner is responsible for granting an easement to the City of Dover Electric Department. Easement forms will be furnished and prepared by the City of Dover Electric Engineering Department.
11. Fees will be assessed upon final site plans. The owner will be responsible for fees assessed prior to construction. Owner is required to sign off plans prepared by the Electric Department.
12. Must maintain 10' clearance around all electrical equipment, unless pre-approved by the City of Dover Electric Engineering Department.

13. Prior to the completion of any/all designs and estimates, the owner is responsible for providing the Electric Engineering Department with a physical address of the property.
14. All Engineering and design for Dover Electric will be engineered upon final approved plans. All Engineering work will be furnished by the City's Electric Engineering Department.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

ELECTRIC

1. Owner must give the City of Dover Electric Department three (3) months' notice prior to construction. Owner is responsible for following the requirements outlined in the City of Dover's Electric Service Handbook. The handbook is now available on the website at the following link: <https://evogov.s3.amazonaws.com/media/27/media/13108.pdf>.

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC

1. Provide load sheets as soon as possible for proper sizing of transformers and creation of primary fee estimates. Current load sheets can be found at the following link: <https://www.cityofdover.com/media/Electric%20Department/COD%20Electric%20Load%20Sheet.pdf>.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: 02/26/25

APPLICATION: The Old Post at 55 Loockerman Plaza

FILE #: S-25-07 REVIEWING AGENCY: City of Dover, Office of the Fire MarshalCONTACT PERSON: Jason Osika, Fire Marshal
josika@dover.de.usPHONE #: (302) 736-4457

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY, AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESS BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS:

1. Proposed occupancy classification is mixed use (mercantile, business, assembly, and residential apartments)
2. Building Access shall be no further than 50 feet from a primary entrance.

Where buildings are provided with an automatic sprinkler system installed in accordance with NFPA 13, access shall be no further than 100 feet from the primary entrance.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.4)

3. Parking shall be prohibited in front of the primary entrance for a width of not less than 1.5 times the width of the door(s) or for 10 feet, whichever is greater.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.3.2)
4. Perimeter access shall be 75% and clearly shown on the plans.

Perimeter Access minimum width shall be 10 feet for one-story buildings and 15 feet for buildings of two or more stories, measured from the face of the building at grade with a maximum slope of ten percent (10%). Plantings and utility services (includes condenser units, transformers, etc.) shall be permitted within the perimeter access, and shall not interfere with emergency services fire ground operations.

If a physical barrier (fence, pond, steep slope, etc) prevents access, that portion of the building perimeter shall not be included in the calculation of Percent of Perimeter Access.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.5)

Where parking is located between the building and perimeter access area, parking shall not be located closer than 10 feet to the exterior wall for one-story buildings and 15 feet to the exterior wall for building of two or more stories.

5. Fire lanes shall cover 50% of the proposed building.
Fire lanes are required to be 24 feet wide and run along the front of the building as determined by the primary entrance(s). In cases where there is more than one primary entrance(s), each shall be served by a fire lane even if this exceeds the percentage as required.

The closest edge of fire lanes shall not be located closer than ten (10) feet to the exterior wall and the closest edge of fire lanes shall not be located further than 50 feet from the exterior wall if one or two stories in height; 40 feet if three or four stories in height, or 30 feet if over four stories in height.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5)

6. Where parking is located between the building and the fire lane, parking shall not be located closer than 15 feet to the exterior wall.
(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.4.1)

Where parking is located between the building and the perimeter access area, parking shall not be located closer than 10 feet to the exterior wall for one-story buildings and 15 feet to the exterior wall for building of two or more stories. 2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 3.5.2

7. All Fire Lanes shall be marked as follows:

both the inner and outer edges of the fire lane shall be marked, where curbs are present, the top and face of the curb shall be painted yellow, where no curbs are present, a four inch (4") solid yellow demarcation line shall mark the edge(s) of the fire lane.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 7)

8. The specific color yellow shall be the uniformly accepted yellow as utilized by State of Delaware Department of Transportation (DelDOT). Only vivid and durable paint shall be used and shall be suitable for street surfaces
9. Fire lane signs shall be located as follows:

see Figure 5-16 – Approved Sign For Marking Fire Lanes, fire lane signs shall be spaced at 150 foot intervals maximum, all fire lane signs shall be located no less than six feet (6') and no higher than eight feet (8') above the pavement, signs shall be placed at each end of the fire lane, and signs shall face all oncoming traffic.

Where parking is not restricted roadway markings shall utilize the words "FIRE" and "LANE" in lieu of fire lane signs and shall conform to the specifications of 7.6.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 7)

10. Where overhangs, canopies, balconies, or any other building or site features must project over any fire lane, an unobstructed vertical clearance of not less than 13'-6" above the fire lane shall be provided and the portion of the building perimeter which contains overhangs, canopies, balconies, or any other building features shall not apply towards the fire lane accessibility requirements of Section 4.0, Table 5-1 in this chapter.

(2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.8)

11. All access roadways shall be paved and be a minimum of 20 feet clear width for two-way traffic and 14 feet clear width for one-way traffic. The paved width of access roadway shall be measured from edge of parking spaces, or face of curb for vertical curb and back of curb for mountable curb, or edge of pavement if there is no curbing. (2021 Delaware State Fire Prevention Regulations, 705, Chapter 5, 5.2)
12. Emergency access to rear building areas compliant with City of Dover Code (Appendix B- Zoning, Article 5- Supplementary Regulations, Section 17);

all four stories and greater buildings require 24ft fire lane at the rear.

All two to three story apartment structures require an 18ft Secondary Fire Lane at the rear.

All townhouses (3-8 units with no fire protection) require a 16ft alley or 18ft secondary fire lane at the rear.

13. Multiple Access Roads shall be provided when a fire department access road (fire lane) is determined by the Fire Marshal to be impaired by vehicle congestion, condition of terrain, climatic conditions, or other factors that could limit access such as placement of fire hose from fire equipment.
14. Any dead-end road more than 300 feet in length shall be provided with a turnaround or cul-de-sac as outlined in the 2021 Delaware State Fire Prevention Regulations 705, chapter 5, 2.3.
15. Speed Reduction Devices must be approved, please see City of Dover Ordinance Chapter 98-10 in reference to this process.
16. Gated Areas: Fire Department access shall be provided to the property through the use of a system or device approved by the Fire Marshal. The system or device required shall be located in an area accessible to the fire department and approved by the Fire Marshal. All gates shall be either automatic or manual.

An automated system shall consist of one manual and one automated means to open the gate. The owner or their representative shall meet with the Fire Marshal prior to submission to agree on the system. A letter of agreement shall be created and signed by both parties. The letter shall include a detailed description of both the manual and automated means.

A manual gate shall consist of one manual means to open the gate. The owner or their representative shall meet with the Fire Marshal prior to submission to agree on the means to open. A letter of agreement shall be created and signed by both parties. The letter shall include a detailed description of the manual means to open.

To be considered accessible for fire department apparatus the actual clear openings shall be not less than 14 feet, the paved surface through the gate shall be not less than 12 feet, and the gate shall be setback from the perpendicular street by at least 50 feet.

Please contact this office to discuss options available to comply with this requirement.
(2021 Delaware State Fire Prevention Regulations 705, Chapter 5, 2.6)

17.

18. NFPA 72 compliant Fire Alarm System required per occupancy code requirements.

Fire alarm in place of assembly. Fire alarm required. Any new occupancy or new portion of an occupancy determined to be a place of assembly by the fire marshal and is capable of receiving an occupant load of 75 persons or greater, shall be required to install a fire alarm in accordance with NFPA codes governing the installation of fire alarms and the National Electrical Code.

Fire alarm system required. Any existing occupancy or portion of an existing occupancy determined to be a place of assembly by the fire marshal, and is undergoing renovations in excess of 50 percent of the assessed value of the building and is capable of receiving an occupant load 75 persons or greater or is being enlarged to receive an occupant load of 75 persons or greater, shall be required to install a complete fire alarm system in accordance with NFPA codes governing the installation of fire alarms and the National Electrical Code.

Public mode audible requirements. To ensure that audible public mode signals are clearly heard by occupants of a structure, they shall have a sound level at least 15 decibels (dB) above the average ambient sound level or five decibels (dB) above the maximum sound level having a duration of at least 60 seconds, whichever is greater, measured five feet (1.5m) above the floor in the area required to be served by the system using the A-weighted scale dBA. In the event the stated requirement cannot be met a shunt trip relay/switches shall be the approved method of meeting the intent of this section of the Code.
(City Code of Ordinances 46-171)

19. Sprinkler system required. System is to be monitored by an approved Fire Alarm System.

This chapter shall apply to all buildings, structures, marine vessels, premises, and conditions which are modified by more than 50% after the effective date of these Regulations. The 50% figure shall be calculated utilizing the gross square footage of the building, structure, marine vessel, premises and conditions as to arrive at the correct application.

Any proposal that is presented to the Office of the State Fire Marshal for review and approval for a building rehabilitation as defined in the 101 Life Safety Code, for less than 50% of the gross square footage of a non-sprinklered building, may not have another such project for the same building submitted for review and approval any sooner than three (3) years after the date of the final inspection unless sprinkler projection is provided throughout the entire building.

In all buildings exceeding 10,000 square feet of aggregate, gross floor area.

In all buildings in excess of 40 feet in height or more than four (4) stories in height.

In all buildings or areas thereof used for the storage, fabricating, assembling, manufacturing, processing, display or sale of combustible goods, wares, merchandise, products, or materials when more than two (2) stories or 25 feet in height.

In all basement areas exceeding 2,500 square feet floor area.

In residential occupancies when of: Type V (0,0,0) or Type III (2,0,0) construction and exceeding two (2) stories or 25 feet in height. Type V (1,1,1) and Type III (2,1,1) or

Type IV (2,H,H) construction exceeding three (3) stories or 3 In all residential apartment buildings storage areas except individual unit closets that are located within individual residential living units.

In all buildings used as health care occupancies as defined in the Life Safety Code, NFPA 101, as adopted and/or modified by these Regulations. In all buildings or areas classified as "high hazard" under the Life Safety Code, NFPA 101, or "extra hazard" under the Standard for the Installation of Sprinkler Systems, NFPA 13, as adopted and/or modified by these Regulations.

All buildings used as dormitories, in whole or in part, to house students at a public or private school or public or private institution of higher education. (16 Del.C. Ch. 88) This applies to all such dormitories regardless if new or existing.

(2015 State of Delaware fire Prevention Regulations, 702, Chapter 4)
Places of assembly shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13 when the following apply:

All new indoor places of assembly with an occupant load of 150 persons or greater.

Any interior renovations of 50 percent or more to an existing place of assembly with an occupant load greater than 150 persons.

Any additions or increase in interior size to an existing place of assembly that would create an occupant load of 150 persons or greater.

Places of assembly where alcohol is served for consumption on the premises shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13 when the following apply:

All new indoor places of assembly with an occupant load of 100 persons or greater and where alcohol will be served for consumption on the premises.

Any interior renovation of 50 percent or more to an existing place of assembly with an occupant load greater than 100 persons and where alcohol will be served for consumption on the premises.

Any additions or increase in interior size to an existing place of assembly which would create an occupant load of 100 persons or greater and where alcohol will be served for consumption on the premises.

New educational occupancies of 5,000 square feet or greater shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13.

(City of Dover Code of Ordinances 46-162)

NFPA 101, 12.3.5.1 The following assembly occupancies shall be protected throughout by an approved, supervised automatic sprinkler system in accordance with 9.7.1.1(1): 1. Dance Halls 2. Discotheques 3. Nightclubs 4. Bars 5. Restaurants 6. Assembly occupancies with festival seating

20. Fire Department Connection is to be a 5-inch storz connection on a 30-degree elbow located within 50 feet of main entrance. Access to the Fire Department Connection must be clear unobstructed access as defined by the AHJ.

Fire department connections. Unless otherwise approved by the fire marshal, fire department connections shall be on the street side of the building and shall be located and arranged so that hose lines can be readily and conveniently attached to without interference from any nearby obstructions as defined by the fire marshal's office. Fire department connections shall be a five-inch Storz. Fire department connections shall be within 300 feet of an approved City of Dover Fire Hydrant and within 50 feet of the main entrance of the structure it serves. All fire department connections shall be not less than three feet nor more than five feet in height above finished grade. The fire marshal shall have the authority to require more stringent requirements when deemed necessary. (City of Dover Code of Ordinances 46-162)

21. Parking and/or obstructions shall be prohibited in front of fire department connections for a distance measuring from the center line and extending four feet on both sides.
(2015 Delaware State Fire Prevention Regulations, 705, Chapter 5, 6.3.4)

22. Fire Department Connection to be located within 300 feet of fire hydrant, measured as hose would come off the fire equipment.
23. All standpipe and sprinkler connections shall be marked as prescribed within the appropriate section of this regulation and as illustrated by the appropriate figures of this regulation. All standpipe and sprinkler connections shall have minimum of four inch (4") solid yellow demarcation lines to define specific areas, Solid yellow demarcation lines shall be measured from the center line of the connection and extend for a distance of four feet (4') on both sides, and where parking is allow between the building and the street or fire lane the solid yellow demarcation lines shall extend from the end of the sidewalk surface to the street or fire lane (Markings shall not be required on the sidewalk surface).

All fire department connections (standpipe and sprinkler) shall have a minimum 12" x 18" sign that reads FIRE DEPT. CONNECTION, sign lettering shall be a minimum of 3 inches (3") in height with red scotchlite letters on white scotchlite background. The sign shall be clearly visible from the fire lane or roadway, and signs using NFPA international symbols shall be an acceptable alternative. (2021 Delaware State Fire Prevention Regulations, 705, Chapter 6, 3)

24. Standpipes shall be provided in all areas and buildings as required in the codes and standards listed in Regulation 701 as well as the following areas or buildings:

In all Class A and Class B places of assembly and institutional occupancies two (2) stories or 25 feet in height or over,

In any building over three (3) stories, In any building over 35 feet in height,

In any building that has a floor above the first floor over 10,000 square feet gross floor area,

In all buildings where the 1st floor exceeds 60,000 gross square feet,

a Class I horizontal standpipe system installed in accordance with the applicable codes and standards listed in Regulation 701 of these Regulations shall be provided. All standpipe systems shall be installed in accordance with the applicable codes and standards listed in Regulation 701.

The standpipe system shall be carried up with each floor and shall be installed and ready for use as each floor progresses.

Standpipes shall not be more than one floor below the highest forms of staging,

The 2½-inch of hose connections on Class I systems shall be provided in the following locations, At the highest intermediate landing between floor levels in every required exit stairway,

Where intermediate landing is not provided, hose connections shall be permitted to be located at the main floor landings in exit stairways when approved by the authority having jurisdiction, Where the local fire department has the capability of providing the required pressure, hydraulically designed standpipe systems in fully sprinklered, non-high-rise buildings shall be designed to provide the required waterflow rate.

A sign shall be provided at each landing, in all interior stairways, designating the floor level. (2021 Delaware State Fire Prevention Regulations 702, Chapter 4, 2)

25. The installation of natural gas and LP gas meters, regulators, valves, and LP gas bottles shall be protected from impact damage by impact protection. Natural gas and LP gas meters, regulators, and valves located inside structures shall have impact protection, except when located in separate protected utility rooms.

Dimensions of bollards. Bollards shall be a minimum of six-inch diameter filled with concrete. The bollard shall be set into the ground at a depth of at least 36 inches (three ft.) embedded in concrete at a minimum of 18 inches surrounding the bollard. The bollards must be a least 48 inches (four ft.) in height above the finish grade elevation. Any deviation of the stated requirements must be approved by the fire marshal and/or chief building inspector. The above dimensions shall serve as the requirement for installation; however, the fire marshal and/or chief building inspector shall have the authority to require more stringent dimensions to fit the needs of devices warranting impact protection.

Color of bollards. Bollards should be of the following colors; yellow, amber or orange. All colors shall be of fluorescent or have a reflective coating. Any deviation of the stated requirements must be approved by the fire marshal and/chief building inspector.
(City of Dover Code of Ordinances, 46-4)

26. Every house, building or structure used or intended for use as living quarters or as a place for conducting business, and having any wall facing or abutting any public or private street or alley, shall have displayed on that wall, in legible, easily read characters which are of contrasting color to the background, the proper street number for such house, building, or structure in accordance with the following:

One-family and two-family residential structures, height, the number shall measure a minimum of four inches in height, *location,* the number shall be placed on the house above or to the left or right of the front entrance, *color,* the number shall be contrasting to the background color, *Arabic numerals,* all numbers shall be Arabic numerals.

Multiple-family dwellings, measurements, the number shall measure a minimum of six inches when identifying individual apartments with exterior doors, and 12 inches when identifying buildings with apartment complexes where there are two or more buildings not assigned street addresses. Individual buildings with street addresses shall have numbers measuring six inches, *location,* numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot, *color,* numbers shall be contrasting to the background color, *Arabic numerals,* all numbers used shall be Arabic numerals.

Commercial, industrial and office buildings, height, the numbers shall measure a minimum of 12 inches in height, *location generally,* numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot,

property line or driveway, should the building be located far enough from a public or private road so that the numbers are not clearly visible from the street, then the street address shall also be posted on the property at or near the property line or driveway to said building,

color; each building, numbers shall be contrasting to the background color and shall be placed on each building in the complex,

Arabic numerals, all numbers used shall be Arabic numerals,

Shopping centers. Shopping centers consisting of two or more stores shall have a tenant or suite number affixed to the front of the tenant space and on the outside of the rear door which corresponds with that tenant space. Numbers shall measure six inches in height.
(City of Dover Code of Ordinances, 98-344)

27. A lock box (Knox) containing any and all means necessary for fire department access shall be provided at the following occupancies: any occupancy that contains a fire alarm signaling system that is monitored off-site, or any occupancy that contains an automatic sprinkler system.
(2021 Delaware State Fire Prevention Regulations 705, Chapter 5, 2.4)

Secured key systems. When required; exemption. A secured key system shall be required for any new or existing building where a fire alarm or sprinkler system is being installed. It shall be the responsibility of the owner or occupant to keep a set of keys in the secured key box that are current to the locks of the protected occupancy. Buildings with 24-hour staffing or guard service shall be exempt from this subsection.

Location. The secured key system shall be located as close to the main entrance as possible. Should the building design not allow the secured key system to be located by the main entrance, the fire marshal and fire chief shall come to an agreement as to an alternate location for the key box. A secured key system, once installed, shall not be obstructed from view or obstructed by any means that would delay the fire department access to the box.

Required keys. Keys to be secured in the key box shall include keys to all points of ingress or egress, whether on the interior or exterior of the building, and keys to locked mechanical rooms, electrical rooms, elevator rooms, fire alarm and sprinkler controls and any area protected by automatic fire detection. Keys to individual residential apartment units are not required.

Ordering responsibility. It shall be the responsibility of the general contractor to order the key box for new buildings. It shall be the responsibility of the owner or tenant to order the key box for existing buildings.

Installation before testing. No acceptance test for sprinklers or fire alarms shall be conducted before the installation of a key box.
(City Code of Ordinances 46-127)

Knox Box to be mounted 6 feet above ground level

28. All required means of egress shall have an exit discharge consisting of a non-slip surface and leading to and terminating at a public way. NFPA 101
29. All new passenger elevators in a building shall be provided with a car sized to accommodate an ambulance cot 24 inches (609 mm) by 84 inches (2133 mm) in its horizontal open position. Where two or more new passenger elevators are located in a single hoist way and serve all or the same portion of the building, only one elevator car that provides a car sized to accommodate an

ambulance cot 24 inches by 84 inches in its horizontal position for each hoist way shall be required. Elevator cars required to comply with 15.1 or 15.2 shall be identified by the international symbol for emergency medical services (star of life). The symbol shall be not less than 3 inches (76 mm) in height and shall be placed inside on both sides of the hoist way door frame. Firefighter recall keys shall be provided in a manner acceptable to the local fire department. (2021 Delaware State Fire Prevention Regulations 705, Chapter 1, 15)

30. Buildings over 25,000 Sq. Ft are to have radio performance testing done prior to Final CO. This must be scheduled in advance with an authorized vendor.
31. Project to be completed per approved Site Plan.
32. Full building and fire plan review is required.
33. Separate building permits/plans submission will be required for each building and/or tenant fit out. If the permit submission is for a "shell" a Certificate of Occupancy will not be issued. Separate plans and permits submissions will be required for each "tenant fit out" at which time a Certificate of Occupancy will be issued upon compliance/completion of each "tenant fit out".

Each "shell" will require a fire permit for sprinkler and fire alarm if applicable. Those systems (for the "shell") must be accepted into service prior to any "tenant fit out" fire permits being issued.
34. Construction or renovations cannot be started until building plans are approved.
35. Fire alarm systems, fire suppression systems, hoods, exhaust ducts, and hood suppression systems require a fire permit from the Fire Marshal's Office. This work cannot be started until the permit is approved.
36. Building cannot be occupied by the public until a Certificate of Occupancy is obtained.
37. The following is City Ordinance, Appendix B-Zoning, Article 8 Enforcement and Penalties:

Section 1. - Building permits.

No building or structure in any district shall be erected or structurally altered without a building permit duly issued upon application to the building inspector. No building permit shall be issued unless the proposed construction or use is in full conformity with all the provisions of this ordinance. Any building permit issued in violation of the provisions of this ordinance shall be null and void and of no effect, without the necessity for any proceedings for revocations or nullification thereof, and any work undertaken or use established pursuant to any such permit shall be unlawful (see section 4 for penalties).

1.1 No building permit shall be issued for the construction or alteration of any building upon a lot without frontage upon, or legal permanent access to, a public street improved to the satisfaction of the planning commission, or without access to a public sewer.

1.2 No building permit shall be issued for any building where the site development plan of such building is subject to approval by the planning commission, except upon approval of such plans approved by the said commission.

1.21 No building permit shall be issued for any building in a subdivision unless the subdivision plot has been approved by the planning commission.

1.3 No building permit shall be issued for a building to be used for any conditional use in any zone where such use is allowed only with approval of the planning commission, unless and until such approval has been duly granted by the said commission.

(Ord. of 7-12-1993, § 3)

ADDITIONAL / SPECIFIC REQUIREMENTS TO OBTAIN APPROVAL:

1. Please confirm that there is 15' between the parking and the building at the rear as outlined in item # 6 listed above
 - a. The Fire Marshal met with Lighthouse Construction after the DAC meeting. The 24' Fire lane on the West side of the building will be counted for the emergency rear access (the rear of the **building has no windows, this side has windows for access to apartments if needed**).

APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):

2021 NFPA 1 Fire Code (NFPA; National Fire Protection Association)
 2021 NFPA 101 Life Safety Code (NFPA; National Fire Protection Association)
 2019 NFPA 72 National Fire Alarm and Signaling Code (NFPA; National Fire Protection Association)
 2019 NFPA 13 Installation of Sprinkler Systems (NFPA; National Fire Protection Association)
 2009 IBC (International Building Code)
 Latest editions of all other NFPA Codes as defined by the Delaware State Fire Prevention Regulations
 2021 Delaware State Fire Prevention Regulations
 City of Dover Code of Ordinances

***If you have any questions or need to discuss any of the above comments, please call the above contact person listed.**

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
ADVISORY BRIEF
D.A.C. MEETING DATE: 3/5/2025

**Dover/Kent
County
Metropolitan
Planning
Organization**

S-25-07 The Old Post at 55 Loockerman Plaza

FILE # S-25-07

REVIEWING AGENCY: Dover/Kent County MPO

CONTACT PERSON: Malcolm Jacob

PHONE #: (302) 387-6030

Attached, please find comments submitted by Dover Kent MPO for each of the current City of Dover Development Advisory Committee (DAC) applications. These comments are a part of the MPO's ongoing goals of promoting transportation safety and connectivity within the region. They are submitted in accordance with the support given by the MPO Council on November 6, 2024.

Issues of concern to the MPO are effective transit, reducing the amount of vehicle emissions by shortening or eliminating trips, and facilities for alternative modes of transportation, including bicycle and pedestrian access. The MPO considers the bicycle facilities required by the City of Dover to be the standard for all applications, not to be waived.

City of Dover Planning Commission
Site Development Plan Review

S-25-07 The Old Post at 55 Loockerman Plaza

Dover Kent MPO has no major objections to the site plan. Sidewalks are already present along the property's frontage, and crosswalks are found at the nearby driveway entrances and between the northern and southern sides of Loockerman Plaza. The *Downtown Dover Pathways Plan*, completed in 2024, proposes several pedestrian improvements to Loockerman Plaza, including the filling of sidewalk gaps and the addition of a midblock crossing.¹ Although the frontage of this property is not addressed in the study's short-term recommendations, the applicant should ensure that any new development does not impede pedestrian safety and connectivity.

Accessible parking spaces are included in the plan, close to the main building. These parking spaces should be accompanied by ADA ramps, and they should be placed so that users do not have to walk into the path of approaching vehicles.

¹ Downtown Dover Pathways Plan. Dover/Kent County MPO (2024).
<https://doverkentmpo.delaware.gov/files/2024/08/Downtown-Dover-Pathways-Final-Report-2024-07-11.pdf#page=65>.



Bicycle storage is included in the plan; it is expected to be located within the residential building. The applicant should coordinate with the City of Dover to determine whether this meets the City's requirements for bicycle parking. If it does not meet the requirements, bike racks may be needed outside of the building. These spaces should be included at a rate of one (1) bicycle parking space for every twenty (20) vehicle parking spaces. (See Dover Code – Appendix B, Article 6, Section 3.10.)² If more information on various types of bike racks is needed, please contact Dover Kent MPO.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.

² Dover Code: Appendix B, Article 6, Section 3.10. City of Dover.

https://library.municode.com/de/dover/codes/code_of_ordinances?nodeId=PTIICOR_APXBZO_ART6OREPAD_RLOFA_S3REOREPASP.



CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY

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APPLICATION: The Old Post at 55 Loockerman Plaza

FILE#: S-25-07

REVIEWING AGENCY: DeIDOT

CONTACT PERSON: Brian Williams

PHONE#: 302-760-2141

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY & STATE CODE REQUIREMENTS:

No person, firm, corporation or the like shall construct, open, reconstruct, maintain, modify or use any crossing or entrance onto a state-maintained highway, street or road, including any drainage modifications leading into or carried by the highway drainage system, without first having complied with standards and regulations adopted by the Department and having obtained a permit issued by the Department. Please contact the Delaware Department of Transportation - Development Coordination section to begin permit process.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

ADVISORY COMMENTS TO THE APPLICANT:

1. A pre-submittal meeting is required with DeIDOT.



March 5, 2025

City of Dover
15 Loockerman Plaza
Dover, Delaware 19901

Attention: Dawn Melson-Williams

Subject: The Old Post at 55 Loockerman Plaza, Parking Strategy

Dear Ms. Melson-Williams:

The following is the Parking Strategy for the proposed Old Post mixed used development located at 55 Loockerman Plaza:

Developer proposes to provide 48 onsite reserved spaces for residential tenants at a rate of 2 per Two Bedroom, 1 per One Bedroom and 1 per Studio. Additionally, the developer acknowledges an additional 60 spaces required by the Business and Restaurant Occupancy. Proposed parking will be provided by both onsite surplus of 14 spaces and up to 29 spaces through shared parking easement with City of Dover providing a balance of 17 spaces. Directly contiguous to the Old Post Parcel are approximately 180 public parking spaces available to serve the patrons of the proposed Restaurant use.

Recommended			
Units	Description	Per Unit	
12	Two Bedroom	2	24
9	One Bedroom	1	9
15	Studio	1	15
Total Apartment Parking			48
SF			
4000	Restaurant (1 per 4 seats & 3 bar stools)		54
1770	Business	1/300	6
Total Commercial Parking			60
Provided			
	Onsite		62
	Shared Easement		29
	Public Parking - Library Lot*		154
	Public Parking - Innovation Way		22
	Public Parking - Loockerman Plaza		4
			271
*Two Hour Limit			

Any questions or concerns please feel free to contact me at 302.677.1965 or by email.

Thank you,
G. Michael Glick
President

Ring W. Lardner, P.E.
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA, LEED GA
Jason P. Loar, P.E.
Jamie L. Sechler, P.E.

March 6, 2025

City of Dover
15 Loockerman Plaza
Dover, DE 19901

Attn: Dawn Melson-Williams, AICP

RE: **The Old Post**
55 Loockerman Plaza
DBF #: 2916A036

Dear Mrs. Melson-Williams:

On behalf of the developer, we are respectfully requesting an exemption from Appendix B, Zoning, Article 6, Section 5.3 of the City of Dover.

Appendix B, Zoning, Article 6, Section 5.3 of the City of Dover code is a supplementary parking regulation for multiple dwellings that states among other things, *"The parking of motor vehicles within 15 feet of any wall or portion thereof, is prohibited."* In order to provide an adequate amount of parking for the proposed 36 unit apartment building, the restaurant and offices, the parking lot to the rear of the proposed building was designed to maximize the number of provided parking spaces. In doing so, we were subject to several restrictions, these being the minimum parking space size, minimum fire regulations fire lane widths, City of Dover minimum drive aisle widths, and above all preserving the original post office building that fronts Loockerman Street per the Historic District Zone and Architectural Review Certification requirements. With all of these design restrictions considered, we were forced to place the parking spaces, including 3 handicapped accessible parking spaces, less than 15 feet of the rear (northern) side of the building, while preserving the original post office building structure.

Under the Architectural Review Certification, Article 10, Section 3.25 states, *"An architectural review certificate may be issued if it is found that the architectural style, general design, height, bulk and setbacks, arrangement, location and materials and structures affecting the exterior appearance are generally in harmony with neighboring structures and complementary to the traditional architectural standards of the historic district as set forth in the historic district design guidelines and standards adopted by the planning commission and as set forth in the United States Secretary of the Interior's Standards for Rehabilitation."* Essentially leniency can be provided in the general design, height, bulk and setbacks in order to maintain the traditional architecture of the historic district. Specifically in our case, this provides the ability to allow exclusion from the minimum 15' distance between parking spaces and the proposed multifamily building.

Additionally, we have discussed this same proposal with the City Fire Marshal and they have agreed to allow these parking spaces within the 15 feet minimum of the building as this side of the building does not grant them access to any windows, balconies, etc. above the ground floor level. These potential emergency points of egress are located on the east and west side of the multifamily building. Only an entry door at ground level and two windows withing the stairwell are provided at the rear of the building and parking is prohibited for a width of 9 feet in front of the entry door.

We do intend to adjust the drive aisle widths to maximize the distance between the building and the adjacent parking spaces, however we will not be able to reach the minimum separation distance . We appreciate your understanding of this matter and to provide convenience for the tenants and patrons of the apartments, restaurants, and offices, and to preserve a historic building of downtown Dover we respectfully request exemption from the minimum distance of 15' from parking space to a building as found in Article 6, Section 5.3 of the City of Dover zoning code.

If you have any questions or require additional information, please do not hesitate to contact me at (302) 424-1441 or via email at csw@dbfinc.com.

Respectfully Submitted,
Davis, Bowen & Friedel, Inc.

A handwritten signature in black ink, appearing to read 'Chad S. Warren', followed by a horizontal line.

Chad S. Warren, P.E.
Associate/Sr. Civil Engineer

ARCHITECTURAL REVIEW STAFF REPORT

Recommendation from the Dover Historic District Commission
Meeting of February 20, 2025
And Staff Review Report

Application: The Old Post at 55 Loockerman Plaza, HI-25-01

Owner: City of Dover

Equitable Owner: Old Post, LLC

Location: Northwest corner of Loockerman Plaza and Innovation Way in Dover, DE

Addresses: 55 Loockerman Plaza

Tax Parcels: ED-05-077.05-04-53.00-000

Size: 1.267 acres +/-

Present Uses: Vacant Building – Former Dover Post Office

Proposed Use: Mixed-Use Commercial and Multi-family Housing (Apartments) and associated parking

Present Zoning: C-2 (Central Commercial Zone)
H (Historic District Zone)
SWPOZ (Source Water Protection Overlay Zone)

For Consideration: Architectural Review Certification

ACTION OF THE HISTORIC DISTRICT COMMISSION:

The application was considered at the February 20, 2025 Meeting of the Historic District Commission. The following members were present at the February Meeting: Chairman Eric Czerwinski, Vice-Chair Mrs. Ellen Richardson, Mrs. Ann Horsey, and Ms. Mary Mason. The application was represented by Mike Glick of Lighthouse Construction along with Lauren Townsend. Public testimony was received during the Public Hearing from Todd Stonesifer as Board President of the Downtown Dover Partnership.

Action Taken by Historic District Commission:

The motion to recommend approval passed 4-0 of the members present for this application at the February 20, 2025 Meeting. **The Historic District Commission recommends approval of the Architectural Review Certificate for Application HI-25-01 The Old Post at 55 Loockerman Plaza based on the applicant's presentation and plans with reference to the Staff notes and**

amendments (Staff Recommendation Report – Section VI) and with information from the applicant’s Response Letter.

During the Meeting, the Historic District Commission heard the applicants’ presentation on The Old Post Project and including their response to the series of Staff Comments and Recommendations. They presented information on the site’s history; the development site and building placement; building architectural features and materials; and other site items. Questions focused on the building elevation detailing, planned uses in the building, and building height. *An Excerpt of Meeting Minutes is being prepared.*

Note: This Review Report was initially prepared by Staff of the Rossi Group (under a Planning Services contract with the City of Dover). The Report was completed with additional review and editing by the City’s Planning Office.

I. PROJECT DESCRIPTION:

The Historic District Commission will act to make a recommendation for an Architectural Review Certificate for a Site Development Plan Application for the proposed building renovation and expansion for a mixed-use commercial and multi-family (apartment) development in Downtown Dover, to be located at 55 Loockerman Plaza, also known as The Old Post. The development proposal for the 1.267-acre site includes the demolition of the rear warehouse portion of the existing building, the preservation of a 4,560-SF portion of the existing building, and a proposed building addition of 31,500 SF for 36 residential apartments. The property is zoned C-2 (Central Commercial Zone) and is subject to H (Historic District Zone). The south portion of the site along the frontage of Loockerman Plaza is within the SWPOZ (Source Water Protection Overlay Zone) Tier 3 Excellent Recharge Area. Because the property is within the Downtown Redevelopment Target Area, it is exempt from the requirements of the SWPOZ. The owner of record is the City of Dover, and the equitable owner is Old Post, LLC. Property Address: 55 Loockerman Plaza. Tax Parcel: ED-05-077.05-04-53.00-000

Surrounding Land Uses

The location of the subject property at the corner of Loockerman Plaza and Innovation Way is within the Downtown Development District (and Downtown Redevelopment Target Area). As previously noted, the parcel is zoned C-2 (Central Commercial Zone) and within the Historic District. Properties immediately adjacent to the subject project location are zoned IO (Institutional and Office Zone). The Dover Public Library is adjacent to the site to the west. Properties owned and occupied by the State of Delaware are adjacent to the north (Department of Natural Resources and Environmental Control) and across Loockerman Plaza to the south. The property across Innovation Way to the east is Treadway Towers, which includes offices and a restaurant. The surrounding properties are also within the H (Historic Zone) and the SWPOZ (Source Water Protection Overlay Zone) Tier 3 Excellent Recharge Area.

Previous Applications

The existing structure was constructed in the 1960s and was in service as the Dover Post Office until the new post office location opened on Bank Lane in 2021. The property owner is the City of

Dover. After the Post Office closed, the City initiated an RFP process to solicit proposals for redevelopment of the site. The equitable owner, Old Post, LLC was selected through this process. Application Z-24-01, approved by City Council on February 12, 2024, rezoned the property from IO (Institutional and Office Zone) to C-2 (Central Commercial Zone) with it remaining in the H (Historic District Zone) and SWPOZ (Source Water Protection Overlay Zone).

II. HISTORIC PROPERTY INFORMATION

Review of Historic Maps

Prior to 1926, Loockerman Plaza did not extend beyond South State Street. Loockerman Plaza was extended between 1926 and 1936. The building was constructed in the 1960's.

Property Information

The subject property is located within H (Historic District Zone) as established by the City of Dover. There are four contexts that contribute to the historic character of Dover, including the Green Historic Context; the Victorian Historic Context; the Loockerman Historic Context; and the Capitol Square Historic Context. This property is located within the Capitol Square Historic Context. The first buildings in the Capitol Square Context were built in the 1930's and 1940's as part of the Federal Works Project Administration. The *Design Standards and Guidelines for the City of Dover Historic District Zone* describe this context as "neo-Georgian featuring two-story brick facades with a water table, marble surround at the entrance, keystones over the window heads, dentilled cornices and hip roofs... greater latitude is recommended in determining what is appropriate for new construction and additions within this context... a compatible contemporary building is preferable to a falsely historical one."

The building located at 55 Loockerman Plaza was constructed in the 1960s. The most prominent features are the 5-bay Classical pediment with its turned gable, tympanum, and large columns. Under this projection, the front elevation wall is setback and includes the door entry with pedimented surround. The building has a gable roof with the rear being a flat roof system. It features a brick exterior, columns, dentil cornices, and shuttered windows. The building currently includes second floor offices (approximately 2,160 SF), a basement (approximately 5,865 SF), and the first floor of approximately 21,151 SF. There is an existing on-site parking lot (unmarked) and loading dock. The interior has been completely gutted as a result of recent asbestos abatement.

The structure is not listed on the National Register of Historic Places, and this portion of the Historic District is not part of an Historic District listed on the National Register of Historic Places.

III. PROJECT PROPOSAL

PROJECT PROPOSAL (Submission of January 2025):

The application proposes the demolition of the rear portion of the existing structure and replacement of that structure with a new addition, while maintaining and rehabilitating the front of the present structure (4,560 SF). *Capital City 2030: Transforming Downtown Dover Master Plan* identified the Old Dover Post Office as a Project Site. The Master Plan proposes that a new commercial building could reactivate the site. This project is also identified as a Key Project within the City's Downtown Development District (Renewal) application of 2024.

The proposed development will repurpose two 2,500-SF retail units and one 2,000-SF for a business (office) space in the former Post Office front area. The rear warehouse portion of the building will be demolished and replaced with a new three-story structure comprised of 36 apartment (multifamily) units.

The Applicant's submission includes a Narrative Letter, a Site Plan set, and Architectural Graphics set with building elevations and 3-D views. The elements of the project are as follows:

1. Partial Demolition: The rear flat-roofed warehouse portion of the building is to be demolished as this is where the three-story building addition is proposed. The front gable roofed portion of the existing building is to remain.
2. Existing Building Renovations: New wood trim is proposed to match the existing. It is unclear from the submission if the design includes dentil cornices. New replacement shutters, windows, front door are noted to match the existing. The building elevations feature headers or some framing above each of the smaller windows. Each wing of the front portion of the building will include new larger openings with a proposed large glass Nanawall door system.
3. Building Addition: The proposed three-story addition will be located directly behind the preserved portion of building. The proposed addition will be 35 feet tall. The existing building is 33' 2" tall at the peak of its roof. The addition will feature a brick veneer and brick engaged pilasters along all sides on floors two and three and floor one using EFIS in a limestone finish. The east and west elevations include large glass windows (with door) for the apartment unit spaces. Glass and black aluminum railings will be used to enclose balconies.
4. Parking Lot: A parking lot will be developed along the west side and north side of the building with access from Innovation Way. This new parking lot will not have vehicular access from the large municipal parking lot at the Dover Public Library. The applicant is also working with the City in regards to the adjacent row of parking to the east of the Library. The parking lot is fenced and appears to have grass lawn areas at the perimeter.
5. Sidewalks and Site Amenities: The proposal maintains connected sidewalks along Innovation Way and Loockerman Plaza. There are also sidewalks adjacent to the parking lot leading to the building. The renderings show additional amenities, including bicycle racks and benches. A fenced in dog-run is proposed to abut the building addition along Innovation Way.
6. Tree Planting and Landscaping: The project plan identifies five existing trees on the current site, it is not clear whether they will be removed to create space for new concrete patio areas or be kept. Please identify the trees on the site plan (Sheet PL-03) or where five replacement trees will be located.

See the attached Plan submission and associated graphics and drawings for detailed information on building dimensions, locations, and material choices.

IV. ZONING REVIEW

The entire project site is located in the H (Historic District Zone) and subject to the provisions of the *Zoning Ordinance*, Article 3 §21 and referenced sections. *Zoning Ordinance*, Article 10 §3.2 outlines the review process for Architectural Review Certification and related building height, bulk, and setback standards.

The property is partially within the SWPOZ (Source Water Protection Overlay Zone) Tier 3 Excellent Recharge Area, but it is exempt from the requirements of this zone due to its location within the Downtown Redevelopment Target Area.

The subject project area is zoned C-2 (Central Commercial Zone). The C-2 zone allows for “retail stores, apartments and multi-family dwellings provided that now dwelling units shall be permitted on the first floor on the street frontage of Loockerman Street; uses accessory to the residential units such as lobby and amenity spaces are permitted on the first floor; live-work units; parking lots and parking structures” as principal uses. The subject property has frontage on two streets, Loockerman Plaza and Innovation Way. The C-2 zone requires a zero minimum front yard. No side yard is required; however, if one is provided then it shall be a 5-foot side yard minimum. A 20-foot rear yard setback is required above ground floor and 5-foot is required at ground floor. The maximum building height for this district is 10 stories or 125 feet.

<u>Code Compliance for C-2</u>	<u>Required</u>	<u>Provided</u>
Front Setback	0'	> 35'
Rear Setback	20' above ground floor. At ground floor, 5' required	> 100'
Side Setback	None required, but 5' min. if provided	Approx. 15'
Building Height	10 stories (125')	3 stories (35')

The C-2 zoning district also includes some design standards provisions. See the code excerpt below:

Article 3 Section 13

13.5 *Design standards*. The following standards shall apply to the site and building development in the central commercial zone (C-2):

13.51 *Façade articulation*. Building facades should incorporate design elements to provide a base, middle, and top of the building to reinforce the pedestrian scale at the street level.

13.52 *Height*. For buildings greater than four stories in height, then the upper floors above the fourth story shall step back six feet for fifty percent of the width of the primary façade. For buildings greater than six stories, then the upper floors above the sixth floor shall step back an additional six feet on the primary façade. These step back areas may begin at a lower height than these minimums as part of the building design in order to be compatible with the character of the area.

13.53 *Step back areas.* The step back areas should be open to the sky and can be open air balcony spaces or other design architectural features that are not enclosed spaces.

13.54 *Off-street parking.* Off-street parking lots shall not be permitted to be situated between the street line and the primary facade of the principal building. Consideration should be given to locating parking to the side or rear of the building.

13.55 *Screening.* Any off-street parking lots provided shall be screened from the street line by buildings, landscaping, or other means. Off-street parking lots shall be screened from adjacent residential zones and residential uses. This screening provision does not apply to adjacent alleys.

V. Review of DESIGN STANDARDS AND GUIDELINES

The subject property is located in the H (Historic District Zone) within the Capitol Square Context. The Capitol Square Context is described on pages 2-8 and 2-9 of the *Design Standards and Guidelines for the City of Dover Historic District Zone*. This *Design Standards and Guidelines* describe this context as “neo-Georgian featuring two-story brick facades with a water table, marble surround at the entrance, keystones over the window heads, dentilled cornices and hip roofs... greater latitude is recommended in determining what is appropriate for new construction and additions within this context... a compatible contemporary building is preferable to a falsely historical one.” Location within the Dover Historic District Zone requires proposals for demolition, new construction, building additions, and certain renovation or rehabilitation activities to existing buildings to receive an Architectural Review Certificate.

As stated in the *Design Standards and Guidelines for the City of Dover Historic District Zone*, an Architectural Review Certificate will be granted “if it is found that the architectural style, general design, height, bulk and setbacks, arrangement location and materials affecting the exterior appearance are generally in harmony with neighboring structures and complementary to the traditional architectural standards of the historic district.” In accordance with Article 10 §3.2, the Historic District Commission will provide a recommendation to the Planning Commission regarding the project’s compliance with the architectural review standards.

This proposal must be reviewed for conformity with the design criteria guidelines found in Chapter 3: Maintenance, Repair, Preservation and Restoration of Existing Historic Buildings and Chapter 4: New Construction, Additions, Demolition and Relocation. Information on the review considerations is given below.

Maintenance, Repair, Preservation and Restoration of Existing Historic Buildings

The *Design Standards and Guidelines* for Maintenance, Repair, Preservation and Restoration of Existing Historic Buildings (Chapter 3: pages 3-1 through 3-27) provide the design criteria and development guidelines. The preservation of the historic character of the District is largely a function of the preservation of the existing historic building fabric. This Chapter discusses the various building elements and should also be referenced with new construction.

Any off-street parking lots provided shall be screened from the street line by buildings, landscaping, or other means. The guidelines specify that “parking lots should be screened from the street, their layout should include borders and islands planted with trees and shrubs to break-up

expanses of paved areas. Given a parking lot within the Dover Historic District zone, at least 20% of the area within it should be unpaved and planted.”

Demolition

The proposal for demolition of a portion of the building must be reviewed for conformity with the design criteria guidelines found in Chapter 4: New Construction, Additions, Demolition and Relocation. The *Design Standards and Guidelines* gives guidance to the Historic District Commission by listing specific criteria to be evaluated when considering applications for the demolition of buildings (or portions of buildings) in the historic district (Chapter 4: pages 4-10 to 4-12). These guidelines are summarized below (see *Design Standards and Guidelines* for the complete text).

1. Determine the financial implications of maintaining a property versus demolition.
2. Regardless of economic issues the relative significance of the individual buildings slated for demolition should be evaluated.
3. In development related applications the City should review the schematic plans for the new structures to weigh the virtues of the new structure versus what exists.
4. Determine the extent of adequate recordation of a property the applicant would be required to complete if demolition were approved.
5. Lots left vacant by demolition should be treated in a manner that is sympathetic to the historic context.

New Construction

The *Design Standards and Guidelines* for New Construction (Chapter 4: pages 4-1 through 4-8) provide the design criteria and development guidelines. The guidelines specify the following individual considerations for new construction to be considered in the review by the Historic District Commission (and Planning Commission) of the project for Architectural Review Certification:

- Style
- Scale (*building to reflect dominant cornice and roof height of adjacent buildings*)
- Elevation of the First Floor
- Floor-to-Floor heights
- Bays, windows, and doors (*size, relationship, spacing of*)
- Absolute Size (*compare overall size of new building*)
- Massing (*relationship of solid-to-void*)
- Orientation (*location of primary façade*)
- Proportions (*comparison of height to width of building and elements*)
- Materials
- Forms (*shape of building and roof to be complementary*)
- Siting (*location of building on lot and in relation to street*)

- High density/ large-scale construction

The proposed project must also be reviewed for compliance with the standards established by the *Zoning Ordinance*. The standards include items such as setbacks from property lines, lot coverage, height, etc. This Proposal for the Old Post appears to conform to most of the bulk requirements of the C-2 Zoning District, however, should be verified via site plan review. The *City of Dover Zoning Ordinance* authorizes the Historic District Commission to waive certain bulk standards when issuing its recommendation to the Planning Commission for an Architectural Review Certificate if necessary.

VI. STAFF COMMENTS AND RECOMMENDATIONS

The Staff Comments and Recommendations for this application regarding project activities and Architectural Review Certification were provided in the Architectural Review Staff Report issued for the February 20, 2025 Historic District Commission Meeting.

The following are Staff comments and recommendations for this application regarding project activities and Architectural Review Certification.

- 1) Staff recommends conditional approval of the Architectural Review Certificate for The Old Post project, finding that the building to be of a compatible design with the nearby buildings and with the intent of the *Design Standards and Guidelines for the City of Dover Historic District Zone*. This includes the demolition of the rear portion of the building, the renovation of the front section, and the new building addition. The proposed multi-use site enhances the pedestrian scale of the downtown area. The preservation of the building portion fronting Loockerman Plaza maintains the historic context of the area. The brick exterior finishes on the upper two stories and EFIS in a limestone finish (to resemble stone) along the first story on the new addition take cues from the architectural styles seen in the Loockerman Street corridor and Capitol Square context.
- 2) The following conditions are recommended by Staff to improve the project's compliance with the recommended guidelines of the *Design Standards and Guidelines*. The following are recommended conditions:
 - a. The selected brick choices should be compatible with the brick on the existing structure. The brick material color, size, and format should be identified.
 - b. Clarify the wall section at the cornice shown as a soldier course to clarify if the cornice projects in a different plane than the general wall surface. Cornicework is a very significant feature of the buildings in the area. It is unclear if the proposed building would include dentil cornices. Dentil cornices are recommended, particularly on the south-facing side of the building.
 - c. Consider additional detailing on the north elevation walls of the new building addition and the transition brick wall of the front building section. In the elevations provided these walls appear flat as large blank areas. While they are not visible from the adjacent streets, they are visible from the parking lot areas.
 - d. A paneled door should be used on the door along Innovation Way. Modern flush doors are not appropriate.

- e. Repairing windows with in-kind materials is preferable to replacing windows. When irreparable, replacement windows should replicate the historic windows as closely as possible in light pattern, opening size, and function.
 - f. While shutters are encouraged, vinyl and aluminum shutters are inappropriate. The material for the replacement shutters was not identified.
 - g. It is inappropriate to remove historic decorative elements such as roof cresting or finials.
 - h. Consideration of wall or free-standing signage may require additional review.
 - i. Any light fixtures utilized on the property should be consistent with the style of the lighting used in the nearby areas of the Capitol Square Context of the Historic District.
 - j. Any revisions or changes in the identified materials may be subject to further review by the Historic District Commission.
- 3) Some of the site improvements/amenities were not specifically described or had limited information within the application information. Please provide information for consideration and discussion.
- a. Any off-street parking lots provided shall be screened from the street line by buildings, landscaping, or other means. A four-foot black aluminum fencing appears to be proposed.
 - b. Provide information on the dumpster enclosure construction and screening.
- 4) Clarify whether existing trees on the site will be preserved. If they are proposed to be removed, replacement of removed trees will be required. The development area (the property) is also subject to tree planting requirements of the *Zoning Ordinance*. A Landscape Plan sheet is listed in the Index on the Site Plan set as PL-04 but was not included in the submission.
- 5) Staff notes that the required setbacks and proposed building height listed in the data column are incorrect on the Site Plan set. Also use the project name of The Old Post consistently. See Dover Code, Appendix B, Article 4; Sec 4.14 for Bulk standards for the C-2 zoning district.
- 6) Staff recommends the following pertaining to the site design elements of the project:
- a. The sidewalk system on the street frontage should continue and include barrier free access, crosswalk striping, etc. at the points of intersection with the entrance and exit drive aisles.
 - b. Any proposed landscaping or tree planting locations, and lighting fixture locations should be depicted on the plan and be consistent with the character of these elements as they exist within the Capitol Square Context area.
- 7) For building construction, the requirements of the building code or fire code must be complied with. Consult with the Building Inspection Staff and Fire Marshal regarding these requirements. The resolution of these items can impact the site design in some cases.

- 8) In the event that major changes and revisions to the design, materials, or site layout occur in the finalization of the plan and/or construction drawings contact the Department of Planning and Inspections. These changes may require resubmittal for review by the Historic District Commission.
- 9) This site development plan for this project is also subject to the application and review process for Site Development Plan (Article 10 §2 of the *Zoning Ordinance*) before the Planning Commission. Note: Additional technical items for compliance with the Zoning Ordinance and other regulations may be identified during the Site Plan Process. Review comments pertaining specifically to the Site Plan set will be issued at that time.
- 10) The applicant shall be aware that Building Permits are required to proceed with any construction activities on the project site. The permit applications must comply with the approvals and conditions granted through the Architectural Review Certification and Site Plan Review process.
- 11) The applicant should be aware that a Sign Permit is required to proceed with the placement of signage on the property.
- 12) The existing building has a cornerstone/date stone that should be retained. There may also be an opportunity to add a plaque or other method outlining the history of the building (time of service as the Dover Post Office).

VII. Historic District Commission Action

The Historic District Commission considered the proposal at their Meeting of February 20, 2025 and have provided a recommendation in regard to the Architectural Review Certification for The Old Post and associated Site Improvements. The recommendation reflects consideration of the *Design Standards and Guidelines for the City of Dover Historic District Zone*. The specific conditions of the Recommendation are noted in this Report under the heading of “Action of the Historic District Commission.”

Note: An Excerpt of the Historic District Commission Meeting Minutes focused on this Application HI-25-01 is still being prepared.

Documents Considered by the Historic District Commission on February 20, 2025:

- Narrative Letter dated January 17, 2025
- Project Architecture Graphic Preservation Set of architectural renderings of building floor plan and elevation drawings of Building
- Site Plan Set (PL-01, PL-02, and PL-03) and Landscape Plan sheet
- *Applicant Response to Review Report Letter dated February 18, 2025*



January 17, 2024

Department of Planning & Inspections
City of Dover
PO BOX 475
Dover, DE 19903

The Old Post is a mixed-use development that sits on the East side of the downtown Loockerman Corridor. The development will repurpose two 2,500 SF retail spaces, 2,000 SF business space within the original Retail portion of the former Dover Post. The rear warehouse portion of the former Dover Post structure will be razed to introduce a new three-story structure of 36 residential apartment units. The adaptive reuse of the structure will contribute to the growth of a vibrant Downtown Community. The proposed design is an adaptive reuse project that integrates old and new to create a structure that is cohesive with its historic built environment yet distinct in form and reflective of contemporary practice.

For over 50 years, 55 Loockerman Plaza was a hub and an institution within the Dover community. The 'new' Old Post celebrates this history in both function and form. The new residential and commercial programming will bring life and vibrancy to the streets of downtown. The proposed design retains much of the existing facade, while introducing modern elements to improve pedestrian connection to the Loockerman streetscape. We preserved the existing column and portico structure but increased the fenestration at the ground level to improve pedestrian engagement with the retail and outdoor seating component of the structure.

The New Construction portion of the building houses the multifamily residential area of the mixed-use development. The addition is set back to allow increased density while maintaining the light and open feel of Loockerman Plaza. The design of the apartments aims to complement the institutional fabric of the Capital Square Context of East Loockerman, while bringing in Pedestrian Scaled design elements of the West Loockerman Corridor. Our approach utilizes materiality and architectural order in a contemporary application to create its style. The exterior material palette reflects the surrounding architecture, consisting of red brick in a running bond pattern, a limestone-style EIFS, and painted accents and trim. We utilized architectural details typical to buildings of Downtown Dover, such as piers, cornices, and banding to create articulation on the façade. A secondary material at the ground level further breaks up the façade to engage the pedestrian and tenant with the building.

The former Dover Post was a vital spot in Downtown Dover that many in the community visited regularly throughout their life. The proposed adaptive reuse of the facility will once again provide a vibrant, welcoming place for Dover residents to gather and engage with fellow residents. We are excited to revitalize this significant site while preserving Dover's architectural fabric quilt of the Downtown area.

Sincerely,



G. Michael Glick
President



February 18, 2025

City of Dover
15 Loockerman Plaza
Dover, Delaware 19901

Attention: Dawn Melson-Williams

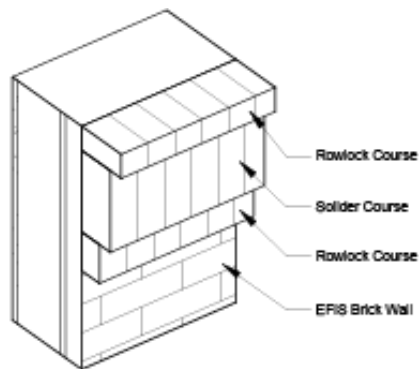
Subject: **Architectural Review Staff Report**
The Old Post at 55 Loockerman Plaza, HI-25-01

Dear Ms. Melson-Williams:

After careful review of the Architectural Review Staff Report, we have provided a response to each comment below:

- 1) Staff recommends conditional approval of the Architectural Review Certificate for The Old Post project, finding that the building to be of a compatible design with the nearby buildings and with the intent of the *Design Standards and Guidelines for the City of Dover Historic District Zone*. This includes the demolition of the rear portion of the building, the renovation of the front section, and the new building addition. The proposed multi-use site enhances the pedestrian scale of the downtown area. The preservation of the building portion fronting Loockerman Plaza maintains the historic context of the area. The brick exterior finishes on the upper two stories and EFIS in a limestone finish (to resemble stone) along the first story on the new addition take cues from the architectural styles seen in the Loockerman Street corridor and Capitol Square context. **No Comment**
- 2) The following conditions are recommended by Staff to improve the project's compliance with the recommended guidelines of the *Design Standards and Guidelines*. The following are recommended conditions:
 - a. The selected brick choices should be compatible with the brick on the existing structure. The brick material color, size, and format should be identified. **We plan to use a common brick bond pattern and standard brick size to compliment the existing structures along 55 Loockerman Plaza and Innovation Way. For color, we want to align with a similar red brick that is used on the existing structure and surrounding buildings.**
 - b. Clarify the wall section at the cornice shown as a soldier course to clarify if the cornice protects in a different plane than the general wall surface. Cornicework is a very significant feature of the buildings in the area. It is unclear if the proposed

building would include dentil cornices. Dentil cornices are recommended, particularly on the south-facing side of the building. **On the existing structure, we will be replacing the rotting wood cornice, with a match to the original; this will include the dentils. On the new addition, we are proposing a cornice that steps three times from the face of the building that consists of a rowlock course, followed by a soldier course, and topped with a rowlock course; giving the new addition a decorative cornice, without competing with the intricate detail of the existing structures' cornice. Please see the diagram below for detail.**



1

Cornice Detail

- c. Consider additional detailing on the north elevation walls of the new building addition and the transition brick wall of the front building section. In the elevations provided these walls appear flat as large blank areas. While they are not visible from the adjacent streets, they are visible from the parking lot areas. **In response to the larger blank walls along the north elevation, we are considering adding inset windows window blanks similar to the rear of the Schwartz Center for the Arts.**
- d. A paneled door should be used on the door along Innovation Way. Modern flush doors are not appropriate. **Agreed. Doors to be changed to 6 panel doors to match the character of the area.**
- e. Repairing windows with in-kind materials is preferable to replacing windows. When irreparable, replacement windows should replicate the historic windows as closely as possible in light pattern, opening size, and function. **We intend to repair all windows where appropriate, and in cases where windows cannot be salvaged it will match the existing size, pattern and function of the window it is replacing.**
- f. While shutters are encouraged, vinyl and aluminum shutters are inappropriate. The material for the replacement shutters was not identified. **Our intent is to repair or relocate existing shutters to locations that are currently missing original shutters.**
- g. It is inappropriate to remove historic decorative elements such as roof cresting or finials. **Regarding this comment, the existing building does not include**

any roof cresting or finials, but it is our intention to leave decorative historic elements on the existing structure wherever possible. For example, the trim work around the round window will remain.

- h. Consideration of wall or free-standing signage may require additional review. **We understand any signage shown is currently not approved and will require additional approval.**
 - i. Any light fixtures utilized on the property should be consistent with the style of the lighting used in the nearby areas of the Capitol Square Context of the Historic District. **Our goal on light fixtures is to match the existing context of the Capital Square Context. Our proposed hanging lantern light is a call back to the original hanging lantern when the building was the former Dover Post Office.**
 - j. Any revisions or changes in the identified materials may be subject to further review by the Historic District Commission. **We understand any revisions to our proposed materials will require additional review.**
- 3) Some of the site improvements/amenities were not specifically described or had limited information within the application information. Please provide information for consideration and discussion.
- a. Any off-street parking lots provided shall be screened from the street line by buildings, landscaping, or other means. A four-foot black aluminum fencing appears to be proposed. **Yes, this is our intent.**
 - b. Provide information on the dumpster enclosure construction and screening. **The dumpster enclosure will be constructed of brick that compliments the proposed project.**
- 4) Clarify whether existing trees on the site will be preserved. If they are proposed to be removed, replacement of removed trees will be required. The development area (the property) is also subject to tree planting requirements of the *Zoning Ordinance*. A Landscape Plan sheet is listed in the Index on the Site Plan set as PL-04 but was not included in the submission. **We intend to preserve all existing trees on the site. The Landscape Plan sheet will be submitted along with this letter to clarify our intent.**
- 5) Staff notes that the required setbacks and proposed building height listed in the data column are incorrect on the Site Plan set. Also use the project name of The Old Post consistently. See Dover Code, Appendix B, Article 4; Sec 4.14 for Bulk standards for the C-2 zoning district. **The Civil Engineer will correct data column for site submission, the project will be referred to The Old Post.**
- 6) Staff recommends the following pertaining to the site design elements of the project:
- a. The sidewalk system on the street frontage should continue and include barrier free access, crosswalk striping, etc. at the points of intersection with the entrance and exit drive aisles. **Agreed**
 - b. Any proposed landscaping or tree planting locations, and lighting fixture locations should be depicted on the plan and be consistent with the character of these elements as they exist within the Capitol Square Context area. **Agreed,**

the landscaping plan is submitted along with this letter. Our tree selections match similar trees along Loockerman Plaza including City of Dover City Hall, and Wesley United Methodist Church. Site lighting will match similar fixtures within the district.

- 7) For building construction, the requirements of the building code or fire code must be complied with. Consult with the Building Inspection Staff and Fire Marshal regarding these requirements. The resolution of these items can impact the site design in some cases. **Agreed**
- 8) In the event that major changes and revisions to the design, materials, or site layout occur in the finalization of the plan and/or construction drawings contact the Department of Planning and Inspections. These changes may require resubmittal for review by the Historic District Commission. **Understood**
- 9) This site development plan for this project is also subject to the application and review process for Site Development Plan (Article 10 §2 of the *Zoning Ordinance*) before the Planning Commission. Note: Additional technical items for compliance with the Zoning Ordinance and other regulations may be identified during the Site Plan Process. Review comments pertaining specifically to the Site Plan set will be issued at that time. **Understood**
- 10) The applicant shall be aware that Building Permits are required to proceed with any construction activities on the project site. The permit applications must comply with the approvals and conditions granted through the Architectural Review Certification and Site Plan Review process. **Understood**
- 11) The applicant should be aware that a Sign Permit is required to proceed with the placement of signage on the property. **Understood**
- 12) The existing building has a cornerstone/date stone that should be retained. There may also be an opportunity to add a plaque or other method outlining the history of the building (time of service as the Dover Post Office). **Agreed, it is our intent to keep the existing cornerstone of the structure intact.**

If you have any questions or comments regarding this letter, please do not hesitate to contact us at any time.

Sincerely,



G. Michael Glick,
President



55 Loockerman Plaza | Dover, De

PROPOSED DEVELOPMENT

THE
OLD POST



Apartment Entrance on Innovation Way

(2) 2,500 SF

RETAIL UNITS

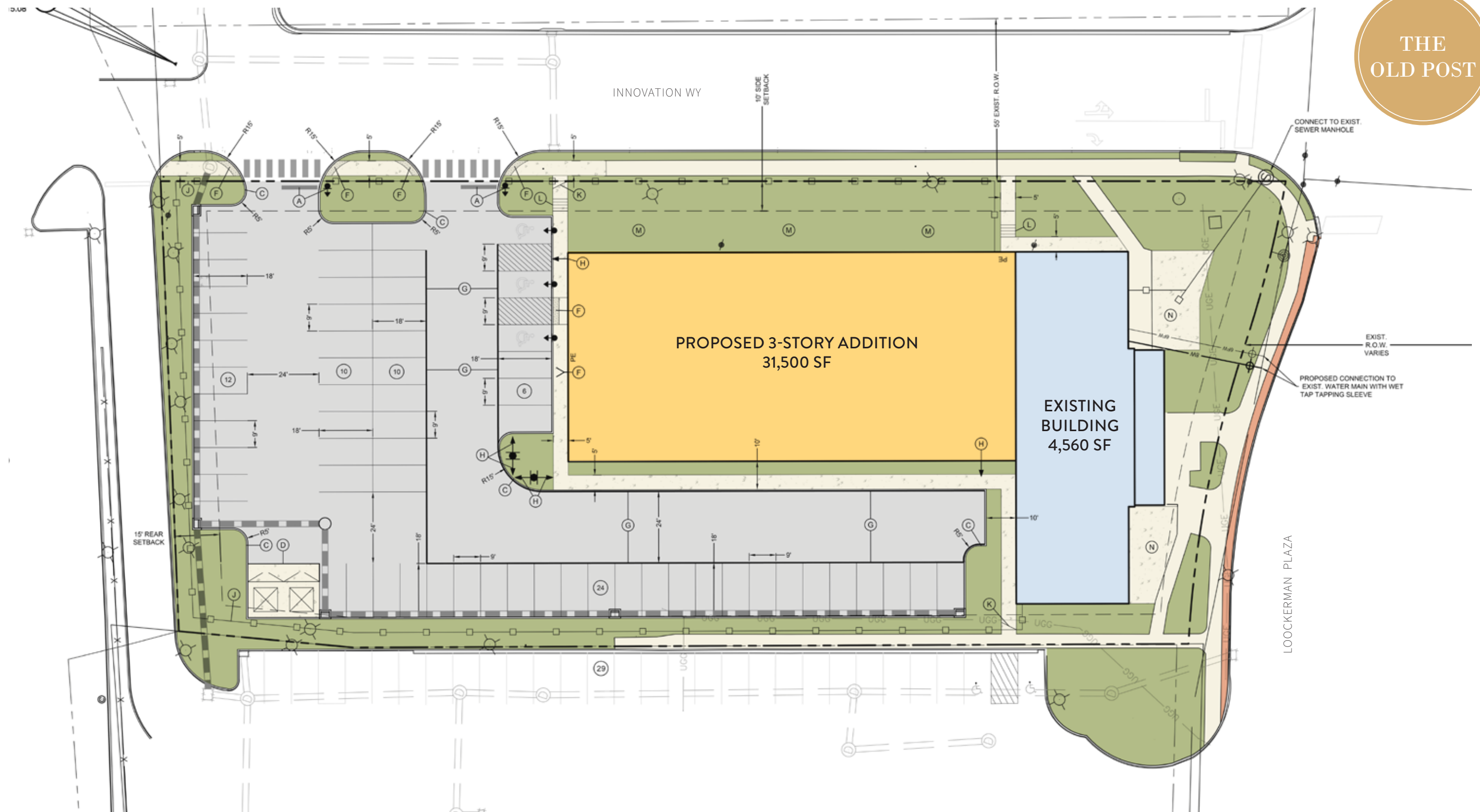
36

APARTMENT UNITS

2,000 SF

BUSINESS

THE
OLD POST



Site Plan



PROPOSED DEVELOPMENT

THE
OLD POST

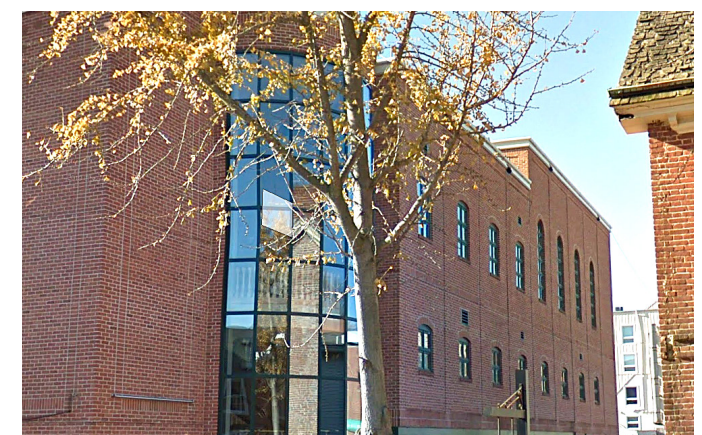
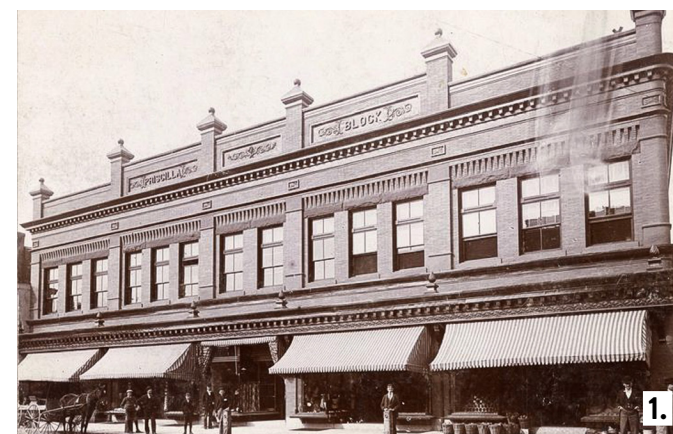
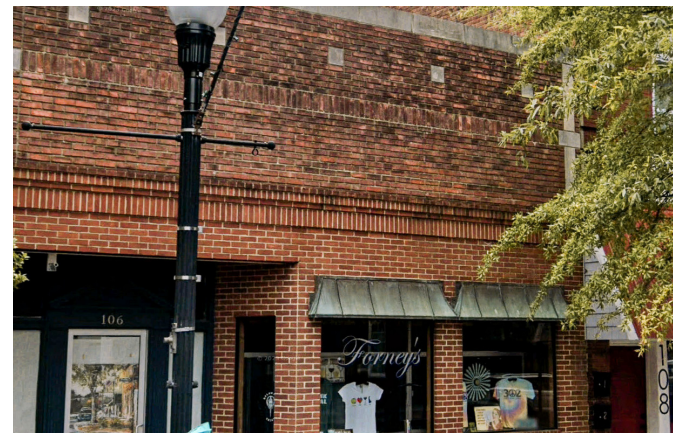


Front Facade



HISTORICAL CONTEXT

THE OLD POST



BEFORE & AFTER

THE
OLD POST



Intersection E Lookerman St & Legislative Ave



BEFORE & AFTER

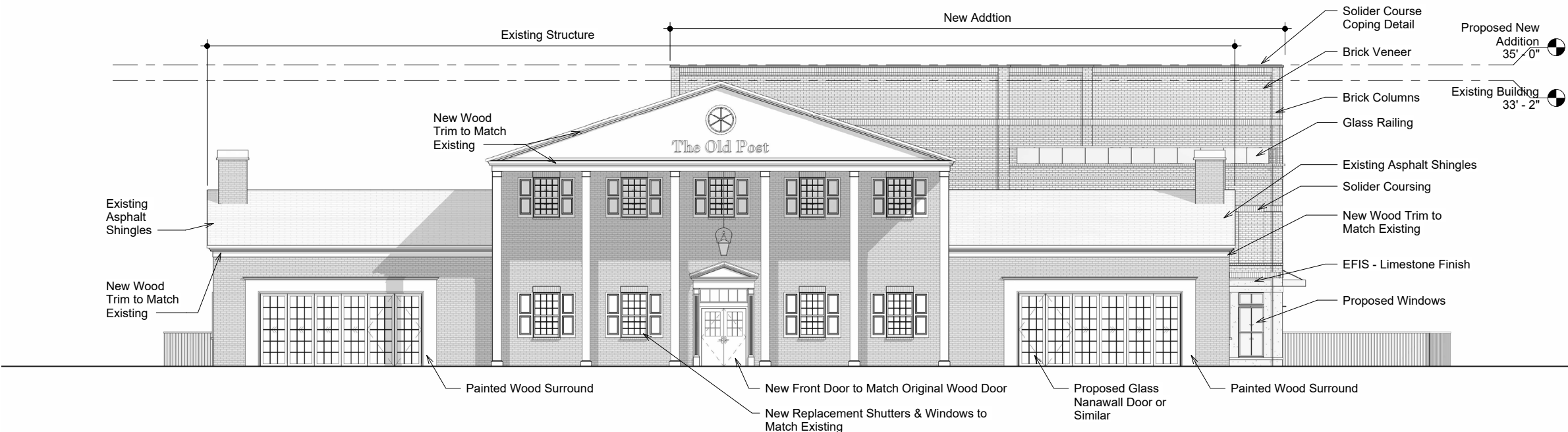
THE
OLD POST



Library Entrance on Loockerman Plaza



BUILDING ELEVATIONS



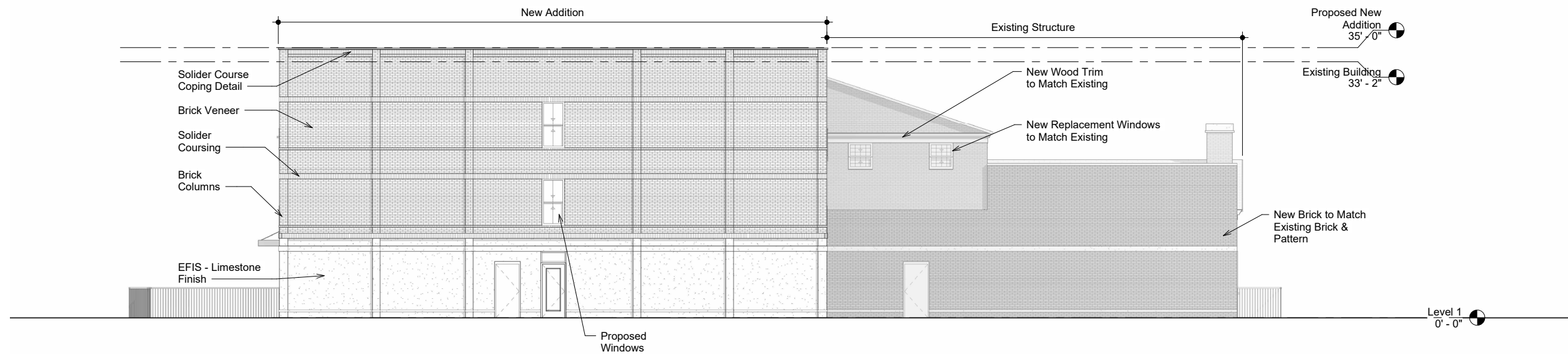
South Elevation



East Elevation



THE OLD POST



North Elevation



West Elevation



DATA SHEET FOR RECREATION PLAN REVIEW
Review of Active Recreation Area Plan

PARKS, RECREATION AND COMMUNITY ENHANCEMENT COMMITTEE
MEETING OF March 11, 2025
Planning Commission Meeting of March 17, 2025

Plan Title: The Old Post at 55 Loockerman Plaza (S-25-07)

Plan Type: Site Development Plan: Active Recreation Area Plan

Location: Northwest corner of Loockerman Plaza and Innovation Way in Dover, DE

Tax Parcel: ED-05-077.05-04-53.00-000

Owner: City of Dover
Equitable Owner: Old Post, LLC

Property Area: 1.267 Acres +/-

Proposed Use: Mixed-Use Commercial and Multi-family Housing (Apartments – 36 dwelling units) and associated parking

Zoning: C-2 (Central Commercial Zone)
H (Historic District Zone)
SWPOZ (Source Water Protection Overlay Zone): Tier 3- Excellent Recharge Area

I. Project Summary

The Old Post project will be reviewed as a Site Development Plan and for Architectural Review Certification by the Planning Commission. The Plan proposes redevelopment of the 1.267-acre site formerly occupied by the Dover Post Office. The project includes the demolition of the rear warehouse portion of the existing building, the preservation of a 4,560-SF portion of the existing building for commercial space, and a proposed building addition of 31,500 SF for 36 residential apartments.

II. Active Recreation Area Plan Summary:

As part of the Plan review process for this project, the applicant is required to provide open space and Active Recreation Area in accordance with the *Zoning Ordinance*, Article 5, Section 10.

Dover Code of Ordinances, Appendix B – Zoning, Article 5 – Supplementary Regulations, Section 10 – Open Space, Recreation and Other Public Facilities (select excerpts).

Article 5 Section 10

Section 10. - Open space, recreation, and other public facilities.

The City of Dover shall require the reservation of open space, recreation, and other public facilities in accordance with the provisions of this section as a condition of approval for all one-family dwelling, two-family dwelling and multiple-family dwelling residential developments requiring conditional use approval, site development plan approval, or land subdivision approval by the City of Dover Planning Commission.

10.1 Recreation areas.

10.11 Purpose. The purpose of this section is to ensure that active recreation areas are provided as an integral design element within residential developments and that such facilities are of an adequate scale in relation to the size of the residential development and which provide residents with a variety of active recreational pursuits.

10.12 Dedication required. The commission shall require the dedication or reservation of recreation areas, and the subsequent construction of recreation facilities of a character, extent and location suitable to the needs created by a development for recreation facilities as defined and in accordance with the design guidelines set forth.

10.13 Definition. The following are illustrative of the types of recreation areas and subsequent facilities that shall be deemed to serve active recreational needs and therefore to count toward satisfaction of the recreation area requirements of this section: tennis courts, handball courts, racquetball courts, swimming pools, saunas and exercise rooms, meeting or activity rooms within clubhouses, baseball and soccer fields, basketball courts, volleyball courts, swings, slides and play apparatus, and developed walking, jogging or biking trails.

Because the project is located within the Downtown Redevelopment Target Area, it qualifies for an exemption under Article 5, §10.515 *Residential developments located within the Downtown Redevelopment Target Area as defined in Appendix C*. Under this provision, the applicant must provide 75 square feet of active recreation per dwelling unit with a minimum of 2,500 square feet provided on site. See code excerpt:

Article 5 §10.5 *Exemption to recreation area and open space dedication.*

10.51 *Exemptions for small developments.*

10.515 *Residential developments located within the Downtown Redevelopment Target Area as defined in Appendix C.* These developments shall be exempt from the area requirements set forth in section 10.16, but shall be required to provide 75 square feet of active recreation area per dwelling unit with a minimum of 2,500 square feet provided on site. If the commission determines that the construction of the entirety of the required active recreation area is not practical or desirable, the commission shall require a cash in lieu donation for the active recreation area determined as not practical or desirable. Cash in lieu shall be calculated in accordance with subsection 10.173 of this article.

The plan identifies a proposed dog run area between the building addition and Innovation Way, with an area of 2,482 SF, which is shy of the 2,700 SF required. The accompanying floor plan of the building includes a rooftop patio on the third floor of the building that measures approximately 404 SF. Then on the first floor there are bike storage facilities. The applicant did not submit a specific separate plan sheet for the Active Recreation Plan; information on these areas was gathered from the various plans and drawings of the submission.

This Active Recreation component must be reviewed by the Parks, Recreation, and Community Enhancement Committee for a recommendation prior to consideration of the Site Plan by Planning Commission.

The following table provides information from the submitted Plans and drawings for The Old Post project showing the Active Recreation Area plan. This focuses on the amenities specifically being developed with this project:

	Required	Provided on Plan
Active Recreation Area (Article 5 §10.515)	75 SF per dwelling unit or 2,500 SF, greater thereof 36 DU = 2,700 SF Requires 2,700 SF	2,482 SF Dog Run 404 SF Rooftop Patio Bike Storage (Interior) Total: over 2,886 SF
Active Recreation Amenities (Article 5 §10.15)	Accessible	Dog Run access from sidewalk. Rooftop Patio on the third floor is not fully accessible as the building does not include elevators.
Active Recreation Amenities (Article 5 §10.15)	Age Oriented to development	Amenities can be used by a variety of age groups.
	Parking	The entire site has 62 parking spaces to serve the residents with other parking nearby.
	Setbacks: 30 feet from residential lots and 25 feet from right-of-way for street	Amenities do not include game courts that are subject to this requirement.
	Landscaping	The Landscape Plan shows trees in the Dog Run area.

III. STAFF RECOMMENDATIONS:

The following are comments and recommendations from Staff of the Department of Planning & Inspections and the Parks & Recreation Department following review of the Active Recreation Area proposed for The Old Post project.

1. The project plan is required to provide 2,700 SF of Active Recreation Area. The Plan shows a 2,482-SF dog run and a rooftop patio area that measures approximately 404 SF. Additionally, there is an indoor bike storage area.
2. The applicant should submit an Active Recreation Plan sheet that provides area calculations and details on the proposed dog run and patio areas.
3. Staff recommends approval of the proposed Active Recreation Area amenities, subject to review of the Active Recreation Plan sheet to confirm details. Staff also notes that this location in the Downtown is in a walkable area where the sidewalk system leads to open space areas like Mirror Lake Park, Silver Lake Park, the Legislative Mall area, and The Green and to the Capital City/St. Jones Greenway trail system.
4. The applicant is reminded of the requirements for construction phasing of the recreation area associated with the development of the residential units. With all residential units in one building, the recreation amenities will have to be completed in conjunction with the building's construction and prior to issuance of a Final Certificate of Occupancy.

Article 5 §10.6 Construction Phasing. The recreation and open space areas shall be completed in a proportion equal to or greater than the proportion of residential dwelling units completed, except that one hundred (100) percent of the recreation and open space areas shall be completed prior to issuing building permits for the final twenty (20) percent of the dwelling units proposed. Building permits shall not be issued for dwelling units unless the requirements of this section are met.

5. There shall be provisions which ensure that the common open space land (including active recreation area) shall continue as such and be properly managed and maintained. The developer shall either retain ownership and responsibility for maintenance of such open land; or provide for and establish one (1) or more organizations for the ownership and maintenance of all common open space i.e. a Homeowners Association. The organization shall be responsible for maintenance, insurance and taxes on the common open space.

IV. ADVISORY COMMENTS

1. In the event that major changes and revisions to the Site Plan occur in the finalization of the Site Plan, contact the Department of Planning and Inspections. Examples include reorientation of buildings, relocation of site components, and increases in floor area. These changes may require resubmittal for review by the Development Advisory Committee, Planning Commission, or other agencies and commissions making recommendations in regard to the plan.
2. The Parks, Recreation, and Community Enhancement Committee shall submit to the Planning Commission a report detailing the recommendations as to the Recreation Area Plan.

Attachments:

- Select Pages from S-25-07 Plan Set:
 - Title Sheet and Landscape Plan Sheet dated January 2025
- Select Floor Plan: Third Floor with Rooftop Patio
- Select Pages from Architectural Graphics Set (from Historic District Commission Presentation:
 - Cover Page and Page 2

Note: This review Report was initially prepared by Staff of the Rossi Group (under a Planning Services contract with the City of Dover). The Report was completed with additional review and editing by the City's Planning Office.

SOILS DATA		
LABEL	SOIL NAME	TYPE
HkB	Handbrook Urban Land Complex, 0 to 5 Percent Slopes	B

P:\Lighthouse\2016A039 Old Dover Post\PRELIM\2024-12-19 PRELIM TITLE.dwg Feb 07, 2024 - 11:20am WESC

OLD POST

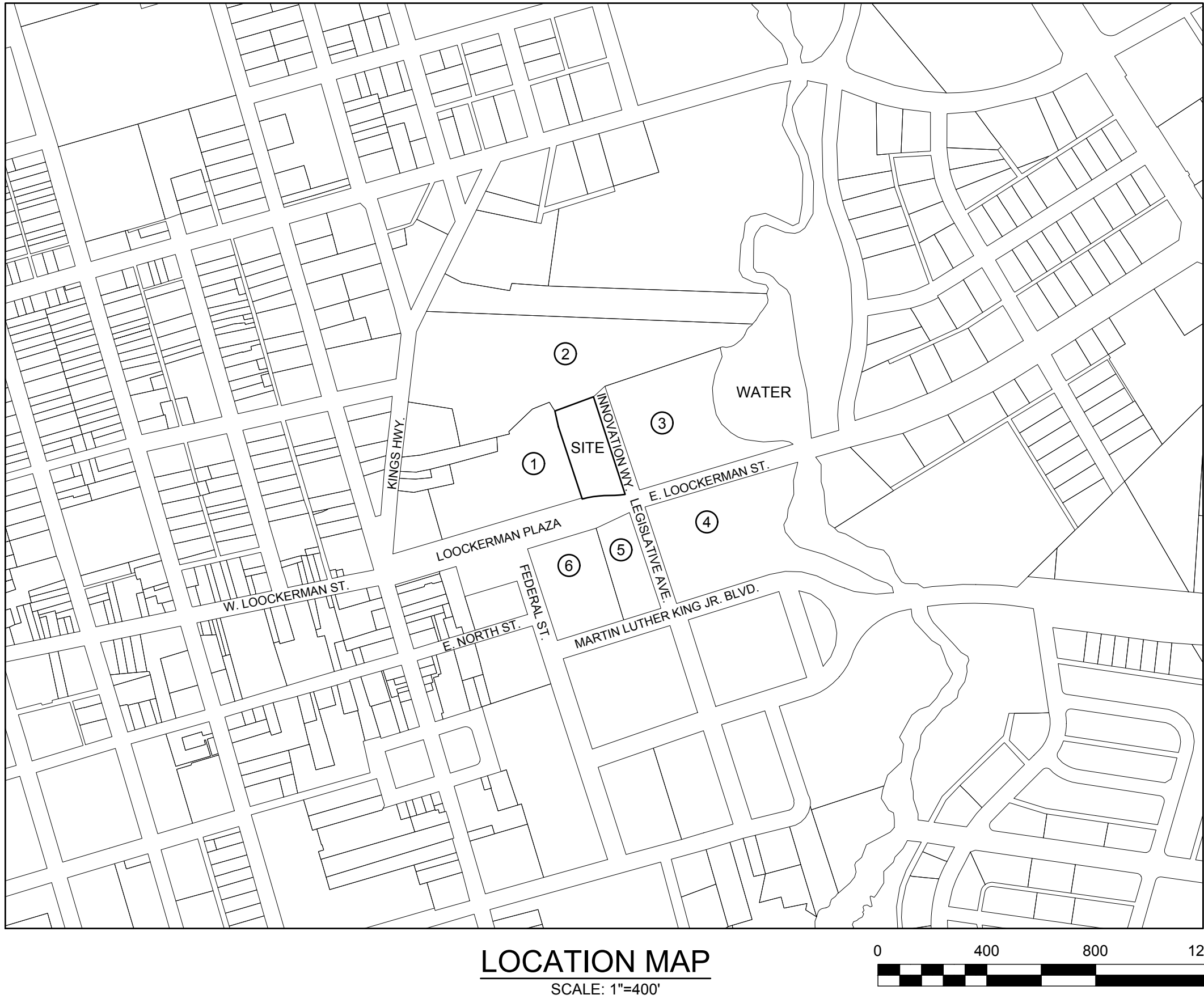
PRELIMINARY PLANS

ST. JONES RIVER WATERSHED

EAST DOVER HUNDRED

KENT COUNTY, DELAWARE

DBF PROJECT NO. 2916A039 JANUARY 2025



INDEX OF SHEETS	
PL-01	PRELIMINARY TITLE
PL-02	EXISTING CONDITIONS
PL-03	PRELIMINARY SITE PLAN
PL-04	PRELIMINARY LANDSCAPE PLAN

ADJACENT PROPERTY OWNERS					
1	2-05-07705-04-5500-00001	IO ZONING	CITY OF DOVER	35 LOOCKERMAN ST., DOVER, DELAWARE 19901	
2	2-05-07705-04-5100-00001	IO ZONING	STATE OF DELAWARE	89 KINGS HWY., DOVER DELAWARE 19901	
3	2-05-07705-04-5200-00001	IO ZONING	CENTRAL DOVER OFFICES, INC.	9 E LOOCKERMAN ST., DOVER, DELAWARE 19901	
4	2-05-07709-05-1300-00001	IO ZONING	STATE OF DELAWARE	121 MARTIN L KING JR BLVD., DOVER, DELAWARE 19901	
5	2-05-07709-05-1200-00001	IO ZONING	STATE OF DELAWARE	60 LOOCKERMAN ST., DOVER, DELAWARE 19901	
6	2-05-07709-05-1100-00001	IO ZONING	STATE OF DELAWARE	401 FEDERAL ST., DOVER, DELAWARE 19901	

DATA COLUMN		
1	TAX MAP ID	2-05-07705-04-5300-00001
2	ENGINEER	OWNER CITY OF DOVER PO BOX 475 DOVER, DE 19901 EQUITY OWNER OLD POST LLC 859 GOLF LINKS LANE SUITE 1 MAGNOLIA, DE 19962
		DEVELOPER LIGHTHOUSE CONSTRUCTION, INC. 859 GOLF LINKS LANE SUITE 1 MAGNOLIA, DE 19962 G. MICHAEL GLICK PHONE: (302) 877-1965 EMAIL: MGLICK@LHCONSTRUCTION.COM
3	DATUM	HORIZONTAL NAVD 83 (DE STATE PLANE)
4	ZONING	EXISTING C2
5	LAND USE	EXISTING OFFICE
6	FLOODPLAIN	THE PROPERTY IS IMPACTED BY THE 100 YEAR FLOODPLAIN AS DETERMINED BY FEMA PANEL 10001C0167H, DATED MAY 5, 2003.
7	GROUNDWATER RECHARGE	ALL OF THE PROPERTY IS LOCATED IN AN AREA OF GOOD GROUNDWATER RECHARGE.
8	WELLHEAD PROTECTION AREA	THE PROPERTY IS NOT LOCATED IN A WELLHEAD PROTECTION AREA.
9	WETLANDS	THE PROPERTY IS NOT IMPACTED BY STATE AND FEDERALLY REGULATED WETLANDS.
10	UTILITIES	WATER CITY OF DOVER SEWER CITY OF DOVER
11	CODE COMPLIANCE	REQUIRED 0 FT 5 FT 20 FT 125 FT PARKING
		PROPOSED 0 FT 5 FT 20 FT 40 FT 1 SPACE PER 2 BEDROOM APARTMENT, 1 SPACE PER 1 BEDROOM APARTMENT, 1 SPACE PER STUDIO APARTMENT, 1 SPACE PER 300 S.F. OF COMMERCIAL SPACE, 1 SPACE PER 4 SEATS/3 BAR STOOLS = 108 SPACES
		62 PROPOSED SPACES (INCLUDING 3 ADA ACCESSIBLE SPACES), 29 SHARED SPACES WITH THE CITY OF DOVER ON ADJACENT PARCEL (INCLUDING 2 ADA ACCESSIBLE SPACES), 180 PUBLIC SPACES IMMEDIATELY ADJACENT TO THE PROPERTY
	LOT COVERAGE	85.00% 78.54%
12	AREAS	1.267 AC. 0.995 AC. (78.54%)
13	PROPOSED LAND USE AREAS	0.864 AC. (68.19%) 0.131 AC. (10.34%) 0.272 AC. (21.47%) 1.267 AC. (100%)

OWNER STATEMENT

I, THE UNDERSIGNED, HEREBY STATE THAT I AM THE OWNER OF THE PROPERTY DESCRIBED AND SHOWN ON THIS PLAN. THE PLAN WAS MADE AT MY DIRECTION, I ACKNOWLEDGE THE SAME TO BE MY ACT AND DESIRE THE PLAN BE RECORDED ACCORDING TO LAW.

G. MICHAEL GLICK
LIGHTHOUSE CONSTRUCTION LLC.
859 GOLF LINKS LANE, SUITE 1
MAGNOLIA, DE 19962

ENGINEER'S STATEMENT

I, JAMIE L. SECHLER, P.E., HEREBY STATE THAT I AM A REGISTERED ENGINEER IN THE STATE OF DELAWARE, THAT THE INFORMATION SHOWN HEREON HAS BEEN PREPARED UNDER MY SUPERVISION AND TO MY BEST KNOWLEDGE AND BELIEF REPRESENTS GOOD ENGINEERING PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.

by JAMIE L. SECHLER, P.E.
DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVE.
MILFORD, DELAWARE, 19963

DAVIS
BOWEN &
FRIEDEL, INC.

ARCHITECTS • ENGINEERS • SURVEYORS

MILFORD, DELAWARE
BALTIMORE, MARYLAND
410.770.7141

OLD POST

COMMERCIAL PROPERTY

KENT COUNTY, DELAWARE

Date: JANUARY 2025
Scale: AS NOTED
Dwn By: CAW
Proj No.: 2916A039

PRELIMINARY
TITLE

Dwg No.:
PL-01

**OLD POST
COMMERCIAL PROPERTY
KENT COUNTY, DELAWARE**

Date: JANUARY 2025
Scale: 1"=20'
Dwn By: CAW
Proj No.: 2916A039

**EXISTING
CONDITIONS**

Dwg No.:
PL-02



N/F
STATE OF DELAWARE
2-05-07709-05-1100

N/F
STATE OF DELAWARE
2-05-07709-05-1200

N/F
STATE OF DELAWARE
2-05-07709-05-1300
117/192

LEGISLATIVE AVE. (KCR72)

E. LOCKERMAN ST. (KCR023)

LOCKERMAN PLAZA

EX.WTR.

EX.WTR.

EX.WTR.

EX.WTR.

EXISTING PARALLEL PARKING SPOT (TYP.)

EXISTING TREE (TYP.)

N/F
CITY OF DOVER
2-05-07705-04-5500
D.B. N37/158

N/F
CENTRAL DOVER OFFICES, INC.
2-05-07705-04-5200
D.B. Y30/226

INNOVATION WY.

EXISTING PARALLEL PARKING SPOT (TYP.)

EXISTING PART OF BUILDING TO BE DEMOLISHED

EXISTING PART OF BUILDING TO REMAIN
5,770 S.F.
FF=21.50

CURVE TABLE					
CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	376.09	56.63	56.58	N 85°29'35" E	8°37'38"
C2	386.09	102.20	101.96	S 82°43'02" W	15°10'31"

IRON ROD &
CAP SET
ELEV. = 15.08'

N/F
STATE OF DELAWARE
2-05-07705-04-5100
D.B. T34/259

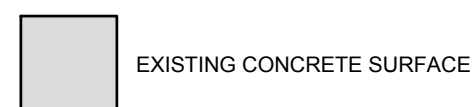
SITE LEGEND:

- (A) STOP SIGN & STOP BAR
- (B) HANDICAP PARKING SPACE WITH SIGN
- (C) MODIFIED 1-6 CURB
- (D) DUMPSTER
- (E) PROPOSED SIDEWALK
- (F) PROPOSED ADA RAMP
- (G) PROPOSED FIRE LANE (4" SOLID YELLOW DEMARCATION AND/OR YELLOW PAINTED CURB)
- (H) R7-107A "NO PARKING - FIRE LANE" SIGN
- (I) FIRE DEPARTMENT CONNECTION
- (J) PROPOSED 4' TALL BLACK ALUMINUM FENCE
- (K) PROPOSED GATE
- (L) PROPOSED STEPS
- (M) PROPOSED PATIO
- (N) EXISTING OLD POST LIGHT POLE
- (O) EXISTING STREET LIGHT POLE
- (P) EXISTING ADJACENT PARKING LOT LIGHT POLE

N/F
STATE OF DELAWARE
2-05-07709-05-1300
117/192

N/F
STATE OF DELAWARE
2-05-07709-05-1200

N/F
STATE OF DELAWARE
2-05-07709-05-1100

HATCH LEGEND:

EXISTING CONCRETE SURFACE

CURVE TABLE					
CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	378.09'	56.63'	56.56'	N 65°59'35" E	8°37'38"
C2	366.09'	102.26'	101.98'	S 82°43'09" W	15°10'31"

N/F
CENTRAL DOVER OFFICES, INC.
2-05-07705-04-5200
D.B. Y30/226

N/F
STATE OF DELAWARE
2-05-07705-04-5100
D.B. T34/259

N/F
CITY OF DOVER
2-05-07705-04-5500
D.B. N37/158



CURVE TABLE					
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N/F
CENTRAL DOVER OFFICES, INC.
2-05-07705-04-5200
D.B. Y30/226

N/F
STATE OF DELAWARE
2-05-07709-05-1300
T17/192

LEGISLATIVE AVE. (KCR72)

N/F
STATE OF DELAWARE
2-05-07709-05-1200

N/F
STATE OF DELAWARE
2-05-07709-05-1100

**DAVIS
BOWEN &
FRIEDEL, INC.**

ARCHITECTS • ENGINEERS • SURVEYORS

**barton, merrill and
410-770-4744**

**hulder, schwartz and
302-424-1441**

**salisbury, merrill and
410-543-6961**

**OLD POST
COMMERCIAL PROPERTY
KENT COUNTY, DELAWARE**

Date: JANUARY 2025

Scale: 1"=20'

Dwn.By: CAW

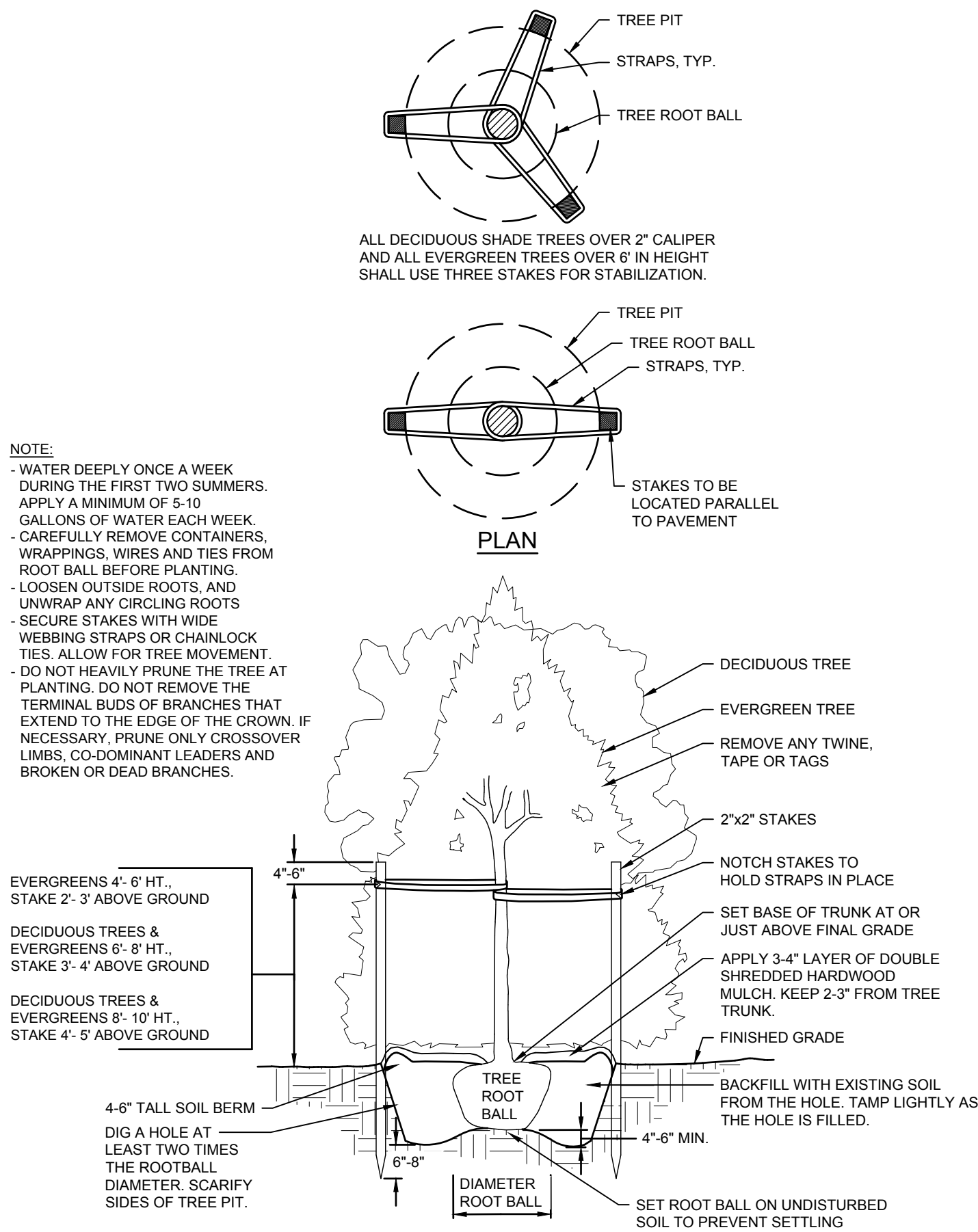
Proj.No.:	2916A039
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**PRELIMINARY
LANDSCAPE
PLAN**

Dwg.No.

PL-04





TREE PLANTING DETAIL
NOT TO SCALE

SITE DATA:

1. DEVELOPER:

OLD POST, LLC
859 GOLF LINKS LANE, SUITE 1
MAGNOLIA, DELAWARE 19962
G. MICHEAL GLICK
PHONE: 302-677-1965
EMAIL: MGLICK@LHC.CONSTRUCTION.COM
2. DESIGN PROFESSIONAL:

DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVENUE
MILFORD, DELAWARE 19963
JAMIE L. SECHLER P.E.
PHONE: 302-424-1441
EMAIL: JLS@DBF.INC.COM
3. SITE AREA:

1.267 ACRES
4. PROPERTY ADDRESS:

55 LOOCKERMAN PLAZA, DOVER, DE 19903
5. ZONING:

C2 MIXED USE COMMERCIAL & MULTIFAMILY.
6. NO EXISTING WETLANDS ON SITE.
7. NO EXISTING WOODLANDS ON SITE.

GENERAL LANDSCAPE NOTES

1. QUALITY AND SIZE OF PLANTS, SPREAD OF ROOTS, AND SIZE OF BALLS SHALL BE IN ACCORDANCE WITH THE CURRENT STANDARDS OF THE AMERICAN ASSOCIATION OF NURSERYMEN "AMERICAN STANDARDS FOR NURSERY STOCK".
2. CONTRACTOR SHALL BE REQUIRED TO GUARANTEE ALL PLANT MATERIALS FOR A PERIOD OF ONE YEAR AFTER INSTALLATION IS COMPLETE AND FINAL ACCEPTANCE OF SITE WORK HAS BEEN GIVEN. AT THE END OF ONE YEAR ALL PLANT MATERIAL WHICH IS DEAD OR DYING SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE AS ORIGINALLY SPECIFIED.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO UTILITIES AND MAY MAKE MINOR ADJUSTMENTS IN SPACING AND/OR LOCATION OF PLANT MATERIALS. CONTRACTOR TO VERIFY "AS BUILT" LOCATION OF ALL UTILITIES.
4. NO SUBSTITUTIONS SHALL BE MADE WITHOUT APPROVAL OF THE OWNER.
5. ALL AREAS NOT STABILIZED IN PAVING OR PLANT MATERIALS SHOULD BE SEEDED AND MULCHED. (SEE EROSION & SEDIMENT CONTROL PLAN.)
6. ALL DECIDUOUS SHADE TREES SHALL BRANCH A MINIMUM OF 6'-0" ABOVE GROUND LEVEL. TREES SHALL BE PLANTED AND STAKED IN ACCORDANCE WITH THE STAKING DETAIL SHOWN.
7. THE FULL EXTENT OF ALL PLANTING BEDS SHALL RECEIVE 4" OF TOPSOIL AND 3" OF BARK MULCH PER SPECIFICATIONS.
8. THE CONTRACTOR SHALL SUPPLY ALL PLANT MATERIALS IN QUANTITIES SUFFICIENT TO COMPLETE THE PLANTINGS SHOWN ON THIS DRAWING AND AS SPECIFIED.
9. ALL PLANTS SHALL BEAR THE SAME RELATIONSHIP TO FINISHED GRADE AS THE PLANT'S ORIGINAL GRADE BEFORE DIGGING.
10. THE CONTRACTOR SHALL WATER ALL PLANTS THOROUGHLY TWICE DURING THE FIRST 24-HOUR PERIOD AFTER PLANTING, AND THEN WEEKLY OR MORE OFTEN, IF NECESSARY, DURING THE FIRST GROWING SEASON.
11. AREAS WITHIN THE DRIP LINE OF EXISTING TREES ARE NOT TO BE DISTURBED DURING THE CONSTRUCTION PROCESS.

LANDSCAPE PLANT SCHEDULE

SYMBOL	NATIVE	KEY	BOTANICAL NAME	COMMON NAME	SIZE	QUANTITY
DECIDUOUS TREE - CANOPY						
	✓	MV	MAGNOLIA VIRGINIANA	SWEETBAY MAGNOLIA	1 3/4" - 2" Cal., B&B	10
TOTAL						10
EVERGREEN TREE-CANOPY						
	✓	IO	ILEX OPACA	AMERICAN HOLLY	5'-6' HT., B&B	6
TOTAL						6

LANDSCAPE ARCHITECT'S STATEMENT

I, TIMOTHY M. METZNER, HEREBY STATE THAT I AM A REGISTERED LANDSCAPE ARCHITECT IN THE STATE OF DELAWARE, THAT THE INFORMATION SHOWN HEREON HAS BEEN PREPARED UNDER MY SUPERVISION AND TO MY BEST KNOWLEDGE AND BELIEF REPRESENTS GOOD ARCHITECTURAL PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.

SIGNATUREDATE
REGISTERED LANDSCAPE ARCHITECTTIMOTHY M. METZNER, RLA
DAVIS, BOWEN & FRIEDEL, INC.
1 PARK AVENUE
MILFORD, DELAWARE 19963

DAVIS, BOWEN & FRIEDEL, INC.
ARCHITECTS • ENGINEERS • SURVEYORS

MILFORD, DELAWARE 19963
BALTIMORE, MARYLAND 410.770.1441

OLD POST
COMMERCIAL PROPERTY
KENT COUNTY, DELAWARE

Date:JANUARY 2025

Scale:NOT TO SCALE

Dwn By:CAW

Proj No.:2916A039

PRELIMINARY
LANDSCAPE
PLAN

Dwg No.:
PL-05

Room Legend

- Business

Corridor

Mechanical

Restroom
- Stairwell

Storage

Studio

Room Legend

- 1 Bedroom

2 Bedroom

Business

Corridor

Mechanical

Stairwell

Storage

Studio



Old Post

Level 2

REV	REV DATE	DESCRIPTION

Firm Name and Address :

 Lighthouse Construction, Inc.
859 Golf Links Lane, Suite 1
Magnolia, DE

Project Name and Address :

Old Post

Enter address here

Project : Old Post	Sheet : I102
Date :	
Issue Date	
Scale : 1/8" = 1'-0"	

Room Legend

- 1 Bedroom
- 2 Bedroom
- Building Storage
- Corridor
- Rooftop Deck
- Stairwell
- Studio



Old Post
Level 3

REV	REV DATE	DESCRIPTION
E21	4/20/21	

Firm Name and Address :

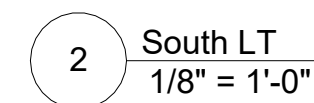
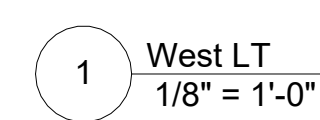
 Lighthouse Construction, Inc.
859 Golf Links Lane, Suite 1
Magnolia, DE

Project Name and Address :

Old Post

Enter address here

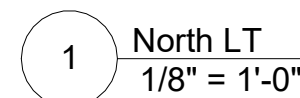
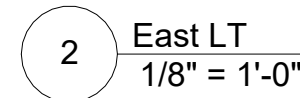
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Date : Issue Date	
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[illegible]

Lighthouse
855
Ma

Enter address here

I201

[illegible]

Project : Old Post	Sheet : I202
Date : Issue Date	
Scale : As indicated	